

MEETING HELD FEBRUARY 3, 2014

A meeting of the Board of Trustees of the Village of Port Chester, New York, was held on Monday, February 3, 2014, in the Court Room of the Police Headquarters Building, 350 North Main Street, Port Chester, New York, with Mayor Neil Pagano presiding.

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

It should be noted that Trustee Adams was absent.

It should be noted that Trustee Brakewood arrived at 8:00 p.m.

Also present were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; Village Attorney, Anthony Cerreto (via telephone); Village Treasurer, Leonie Douglas (Arrived at 6:52 p.m.); Director of Planning and Development Christopher Gomez (Arrived at 7:49 p.m.); Building Inspector and Director of Code Enforcement Peter Miley (Arrived at 7:05 p.m.); Christopher Ameigh Administrative Aide to the Village Manager (Arrived at 6:55 p.m.), and Village Planner Jesica Youngblood (Arrived at 7:49 p.m.).

On motion of Trustee Kenner, seconded by Trustee Marino the meeting was declared opened at 6:33 p.m.

ROLL CALL

AYES: Trustees Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustees Adams and Brakewood.

DATE: February 3, 2014

PROPOSED MOTION FOR EXECUTIVE SESSION

At 6:35 p.m. on motion of Trustee Ceccarelli, seconded by Trustee Marino the Board adjourned into an executive session regarding a particular personnel matter.

ROLL CALL

AYES: Trustees Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustees Adams and Brakewood.

DATE: February 3, 2014

Present in addition to the Board of Trustees, were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards and Village Attorney, Anthony Cerreto (via telephone).

No action was taken in executive session.

At 6:48 p.m., a motion to come out of executive session was made by Trustee Terenzi, seconded by Trustee Marino, the Board of Trustees closed the executive session.

ROLL CALL

AYES: Trustees Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustees Adams and Brakewood.

DATE: February 3, 2014

AFFIDAVIT OF PUBLICATION AND NOTICE OF PUBLICATION RE:

PUBLIC HEARING #: 1

Public Hearing in connection with Tax-Exempt Bonds to be issued by the Public Finance Authority for the benefit of Educational Media Foundation

The following Public Notices were duly published in the Journal News and the Westmore News on January 17, 2014, certified by Cecilia Hernandez, Principal Clerk of the Journal News and Angelina Brescia, Office Manager of the Westmore News

PUBLIC NOTICE

NOTICE OF PUBLIC HEARING IN CONNECTION WITH THE ISSUANCE BY THE PUBLIC FINANCE AUTHORITY OF ITS TAX EXEMPT BONDS FOR THE BENEFIT OF EDUCATIONAL MEDIA FOUNDATION IN THE AGGREGATE PRINCIPAL AMOUNT OF APPROXIMATELY \$30,000,000

PUBLIC NOTICE is hereby given that the Board of Trustees (the "Board") of the Village of Port Chester, New York (the "Village"), will hold a PUBLIC HEARING on Monday, February 3, 2014, at 7:00 P.M., or as soon thereafter at the Port Chester Justice Courtroom, 2nd Floor, 350 North Main Street, Port Chester, New York concerning the proposed issuance by the Public Finance Authority (the "Authority") of its tax exempt bonds for the benefit of Educational Media Foundation, a California nonprofit corporation (the "Borrower"), in one or more series and in the aggregate principal amount of approximately \$30,000,000 (the "Bonds"). The Bonds are expected to be issued pursuant to Section 66.0304 of the Wisconsin Statutes, as amended, by the Authority, a commission organized under and pursuant to the provisions of Sections 66.0301, 66.0303 and 66.0304 of the Wisconsin Statutes. The proceeds from the sale of the Bonds will be loaned to the Borrower, a portion of which will be used to finance or refinance (a) the cost of acquiring a Federal Communications Commission (FCC) license (the "License") to operate a radio station (the "Radio Station"), which offers public affairs programming, contemporary Christian music, public service announcements and personal counseling by phone to listeners, such License being assigned by the FCC to the Village, (b) the cost of acquiring any related equipment to such Radio Station and (c) certain costs of issuing the Bonds.

The radio antenna relating to the License and Radio Station is located at 175 Huguenot Street, New Rochelle, New York. The License and the Radio Station will initially be owned and operated by the Borrower.

The Bonds will be limited obligations of the Authority payable solely from the loan repayments to be made by the Borrower to the Authority, and certain funds and accounts established by the Financing Agreement for the Bonds.

Interested persons are invited to attend and will be afforded the opportunity to be heard at this time. Following the public hearing, the Board will consider a resolution approving the issuance of the Bonds for the proposed purposes described above. The copy of the proposed law is available at the Village Clerk's office or online at the Village website www.portchesterny.com.

Date: January 17, 2014

/s/ JANUSZ R. RICHARDS
JANUSZ R. RICHARDS
Village Clerk
Village of Port Chester, New York

On motion of Trustee Kenner, seconded by Trustee Ceccarelli, the public hearing was declared open.

ROLL CALL

AYES: Trustees Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustees Adams and Brakewood.

DATE: February 3, 2014

Educational Media Foundation, a nonprofit corporation, operates an FM radio station at radio frequency 96.7 FM.

It is requesting that the Public Finance Authority, Wisconsin, bond issuing commission, to issue tax-exempt bonds in connection with a proposed refinancing.

The prior owners of the station had made petition to the FCC to assign the "community of license" from Stamford, Connecticut, to the Village of Port Chester which designation remains.

The radio antenna and related equipment are located in New Rochelle.

With such designation, the Village is benefitted by certain obligations with regard to public programming.

Pursuant to IRS Regulations, an authorized elected representative must conduct a public hearing before approving the issuance of such bonds.

The Board's approval is solely to satisfy IRS requirements. The Village is not responsible for the payment of the bonds and there is no recourse against the Village on account of the bond issuance.

The Board may recall that the applicant had made an application to the Village in 2010 which was approved.

Mayor Pagano asked if there was anyone from the audience who would like to make any comments, there being none, he ask for a motion to close the Public Hearing.

On motion of Trustee Kenner, seconded by Trustee Terenzi, the public hearing was closed.

ROLL CALL

AYES: Trustees Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustees Adams, Brakewood.

DATE: February 3, 2014

RESOLUTION

APPROVAL OF ISSUANCE OF TAX-EXEMPT BONDS BY EDUCATIONAL MEDIA FOUNDATION SOLELY FOR COMPLIANCE WITH INTERNAL REVENUE CODE, SECTION 147(f)

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

WHEREAS, Educational Media Foundation (the "Borrower") has represented to the Board of Trustees (the "Board") of the Village of Port Chester, New York (the "Village") that it is a California nonprofit corporation which intends to operate a non-commercial radio station (the "Radio Station"), the Federal Communications Commission (FCC) License (the "License") for which is assigned to the Village, and the radio antenna and other related equipment for which is located at 175 Huguenot Street, New Rochelle, New York; and

WHEREAS, the Borrower has represented to the Board that the Radio Station will offer public affairs programming, contemporary Christian music, public service announcements and off-the-air personal counseling by phone to listeners; and

WHEREAS, the Borrower has represented to the Board that the License and the Radio Station will initially be owned and operated by the Borrower; and

WHEREAS, the Borrower has requested the Public Finance Authority (the "Authority"), a Wisconsin bond issuing commission created under Sections 66.0301, 66.0302 and 66.0304 of the Wisconsin Statutes, to issue its tax exempt obligations (the "Bonds") for the benefit of the Borrower, in one or more series and in the aggregate principal amount of approximately \$30,000,000, a portion of which will be used to refinance (a) the cost of acquiring the License to operate the Radio Station, (b) the cost of acquiring certain related equipment and (c) certain costs of issuing the Bonds (collectively, the "Project"); and

WHEREAS, in order to achieve interest savings, the Borrower desires that the Bonds be issued in compliance with the requirements of the Internal Revenue Code of 1986, as amended (the "Code"), so that interest on the Bonds may be excludible from the gross income of the owners of the Bonds; and

WHEREAS, it has been ascertained that the License's prior owners had made petition to the FCC which was accepted on or about July 12, 2007 to assign the "community of license" from Stamford, Connecticut to the Village; and

WHEREAS, on February 3, 2014, the Board held a public hearing at or about 7:00 p.m. after reasonable public notice was given in accordance with applicable law, and at such public hearing no objections were raised with respect to the proposed issuance of the Bonds or the financing of the Project; and

WHEREAS, Section 147(f) of the Code requires, as a condition to receiving tax exempt treatment of the interest on the Bonds, that an authorized, elected representative approve the Bonds, and the Board constitutes such an authorized, elected representative; and

WHEREAS, the Board deems it necessary and advisable that this Resolution be adopted. Now, therefore, be it

RESOLVED, that the issuance of the Bonds by the Authority in one or more series and in the aggregate principal amount not to exceed \$30,000,000 is hereby approved; and that such approval shall be solely for the purposes of the Borrower's compliance with Section 147(f) of the Code; and

RESOLVED, that the Bonds shall not be, and are not, general obligations, debt or bonded indebtedness of the Village; the holders or owners of such Bonds shall not have the right to have excises or taxes levied by the Village for the payment of principal of, or interest or premium, if any, on such Bonds; such payment shall be made only by the Borrower from funds provided by the Borrower or its subsidiaries and affiliates, and the Village shall not be the issuer of the Bond.

Approved as to Form:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES: Trustees Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustees Adams and Brakewood.

DATE: February 3, 2014

PUBLIC HEARING #: 2

Public Hearing for Local Law change to Parking Regulations.

The following Public Notices were duly published in the Journal News and the Westmore News on January 17, 2014, certified by Cecilia Hernandez, Principal Clerk of the Journal News and Angelina Brescia, Office Manager of the Westmore News

PUBLIC NOTICE

PUBLIC NOTICE is hereby given that the Board of Trustees of the Village of Port Chester, New York, will hold a PUBLIC HEARING on Monday, February 3, 2014, at 7:00 P.M., or as soon thereafter at the Port Chester Justice Courtroom, 2nd Floor, 350 North Main Street, Port Chester, New York, to consider the advisability of adopting a local law that would amend the Code of the Village of Port Chester, Chapter 319, "Vehicles and Traffic", that would confirm the hours of enforcement for the three-hour limit parking meter zone and impose new parking regulations on Horton Avenue and Midland Avenue.

Interested persons are invited to attend and will be afforded the opportunity to be heard at this time. The copy of the proposed law is available at the Village Clerk's office or online at the Village website www.portchesterny.com.

Date: December 30, 2013

/s/ JANUSZ R. RICHARDS

JANUSZ R. RICHARDS

Village Clerk

Village of Port Chester, New York

On motion of Trustee Ceccarelli, seconded by Trustee Marino, the public hearing was declared re-open.

ROLL CALL

AYES: Trustees Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustees Adams and Brakewood.

DATE: February 3, 2014

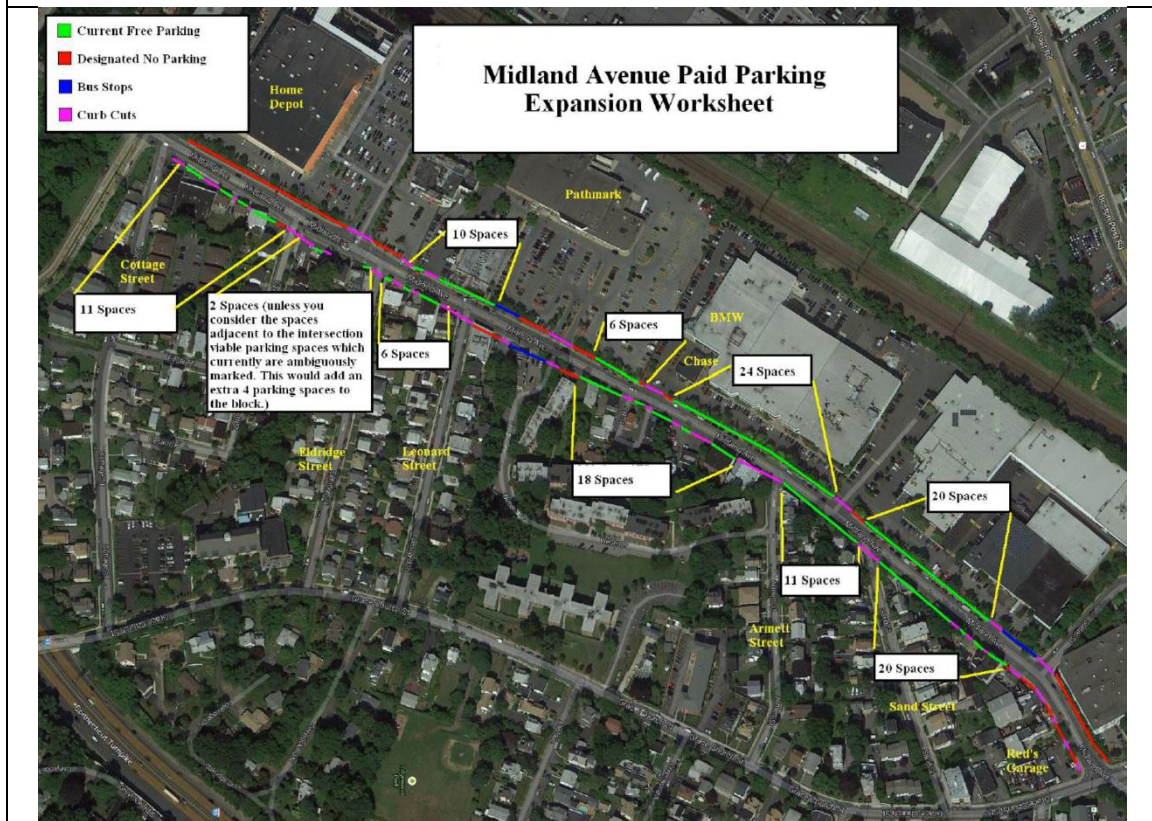
Christopher Ameigh Administrative Aide to the Village Manager gave a Power Point presentation on the Parking Regulations.



Proposed Parking System Alterations

The following is an overview of the Parking System Alterations being discussed in relation to Horton and Midland Avenues. These notes were developed in conjunction with the Port Chester Traffic Commission's review of the proposal and complaints and concerns received at and since the previous public hearing concerning this matter.

February 3 2014





What does this resolution mean for Midland?

- Reinforces no parking zones in several areas which were not in the code. These areas promote safety for trucking, emergency vehicles and pedestrians.
- Adjusts hourly limits from 2 hours to 3 hours
- Establishes the 9:00AM-6:00 PM, 1\$ per hour zone regulation on both sides of Midland Avenue from Rye City line to Slater Street.



Proposed Parking System Alterations

1. Expand Paid Parking to Midland Avenue

- Cover 131 parking spaces.
- Requires 14 digital pay stations
- Concentration of retail, personal service, restaurant, and automobile related uses.
- High utilization compared to some existing paid parking areas.

Revenue \$261,000

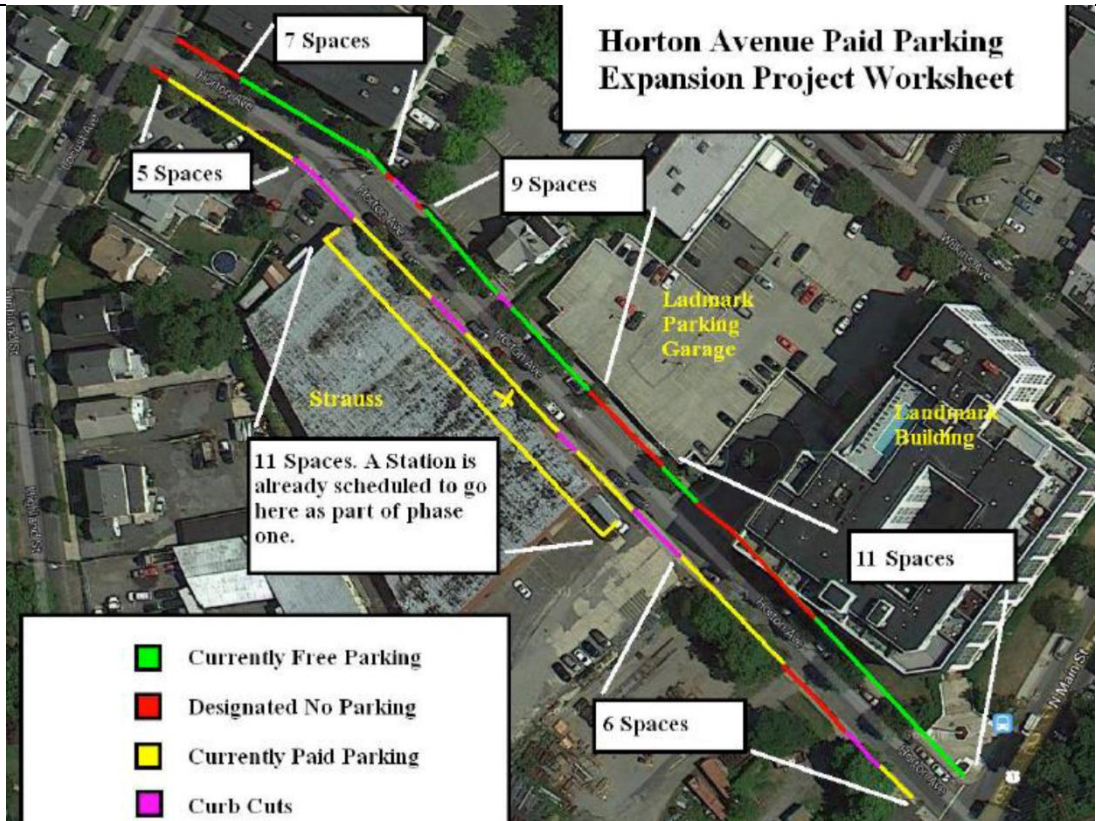
Expense \$181,972

Requires Local Law Change



Considerations of Review

Survey of Midland Avenue corridor (East Side)	
Businesses	
23	
with dedicated parking	with out dedicated parking
16	7
Auto/Industrial	retail/other
6	16
Every Auto/Industrial location features on site parking.	





What does this resolution mean for Horton?

- Reinforces no parking zones in several areas which were not in the code. These areas promote safety for trucking, emergency vehicles and pedestrians.
- Establishes the 9:00AM-9:00 PM, 3 hour limit, 1\$ per hour zone regulation on both sides of Horton Avenue.



Proposed Parking System Alterations

2. Expand Paid Parking to Horton Avenue (North)

- Cover 28 parking spaces.
- Requires 1 digital pay stations
- Concentration of retail, personal service, restaurant, and automobile related uses.
- High utilization compared to some existing paid parking areas.
- Eliminates method for avoiding paying existing meters on south side, increasing effectiveness of existing meters.

Revenue \$56,000+

Expense \$12,998

Requires Local Law Change



Considerations of review.

- Concern for residential access.
 - Landmark Building features dedicated parking garage and lot for residents.
 - One two family house with on site parking
- Creates parking for
 - Retail businesses on N. Main Street
 - The retail outlet and personal service businesses on Horton Avenue.
- Free overnight parking remains.

Mayor Pagano asked if there was anyone from the audience who would like to make any comments.

Mr. Abel commented on Trustee Marino's stating that maybe the meters should go back to 6:00: because the restaurants are our lifeblood. Yes, you lose your revenue but if you keep the restaurants open people will come. You have to run out to feed the meter. If you get a ticket you don't come back. You should find other revenue sources. On the machines themselves, they are programmable. Can't you put on the machine the regulations are from 9:00 a.m. to 9:00 p.m. Also, is Horton going to 9:00? Is the density on Main Street so low that the people who live there have to pay from the time they get home from work till 9:00? Either make everything 6:00 or 9:00.

Ms. Granata commented she agreed with Mr. Abel and that the parking meters should be equal to all.

Mr. Morlino commented that he agreed with Trustee Kenner in that the meters are necessary in revenue collection and are in line with other municipalities. Unfortunately it has to be done.

Trustee Ceccarelli commented that he was in White Plains and you know you have to feed the meters.

Trustee Marino commented that the meters should go back to 6:00.

On motion of Trustee Kenner, seconded by Trustee Terenzi, the public hearing was closed.

ROLL CALL

AYES: Trustees Terenzi, Kenner, Ceccarelli and Mayor Pagano

NOES: Marino.

ABSENT: Trustees Adams and Brakewood.

DATE: February 3, 2014

Adoption of Local Law No. 1 of 2014

A LOCAL LAW AMENDING CHAPTER 319 OF THE CODE OF THE VILLAGE OF PORT CHESTER, "VEHICLES AND TRAFFIC", TO CONFIRM THE HOURS OF ENFORCEMENT FOR THE THREE-HOUR LIMIT PARKING METER ZONE AND IMPOSE NEW PARKING REGULATIONS ON HORTON AVENUE AND MIDLAND AVENUE

SECTION 1: The Code of the Village of Port Chester, Schedule XII, Section 319-74, pursuant to the provisions of Section 319-20, "No Parking or Standing at any Time" is hereby amended as follows:

Name of Street	Side	Location
...		
Horton Avenue 22 feet	South	From Locust Avenue east for a distance of
Horton Avenue 66 feet	North	From Locust Avenue east for a distance of
Horton Avenue and	North	Beginning 195 feet east of Locust Avenue continuing east for a distance of 55 feet
Midland Avenue and	West	From a point 625 feet south of Slater Street continuing north for a distance of 45 feet
Midland Avenue distance of 300	East	From Grace Church Street South for a feet.
...		

SECTION 2: The Code of the Village of Port Chester, Schedule XV, Section 319-76, pursuant to Section 319-22, "Parking Prohibited Certain Times" is hereby amended as follows:

Name of Street	Side	Time	Location
...			
Midland Avenue	East	Wednesdays and Fridays 8:30 a.m. to 11:30 a.m.	Slater Street to Rye City line
Midland Avenue	West	Tuesdays and Thursdays 8:30 a.m. to 11:30 a.m.	Slater Street to Rye City line
...			

SECTION 3: The Code of the Village of Port Chester, Schedule XVI, Section 319-77, "Limited Time Parking" is hereby amended as follows:

Name of Street	Side	Time	Location
...			
Midland Avenue	Both	3 hrs	From Grace Church Street to Rye City line
...			

SECTION 4: The Code of the Village of Port Chester, Section 319-81, Schedule XX, "Loading Zones" is hereby amended as follows:

Name of Street	Side	Location
...		
Midland Avenue Avenue	East	From a point measured at the Northeast curblineline of Leonard Street to the west curblineline of Midland extending in a southerly direction for 49 feet
...		

SECTION 5: The Code of the Village of Port Chester, Section 319-87, Schedule XXVI, "Parking Meter Zones" is hereby amended as follows:

A. Three-Hour Limit. Parking meter zones are hereby established pursuant to Section 319-33A on the following streets for the parking of vehicles for not more than three hours. No vehicle shall be parked on Monday through Saturday, both inclusive, between the hours of 9:00 a.m. and 9:00 p.m. for more than three hours, except Sundays and holidays, at a rate set forth in Chapter 175, Fees.

Name of Street	Side	Location
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...

Horton Avenue	Both	From Locust Avenue to North Main Street
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...

G. Three-Hour Limit. Parking meter zones are hereby established pursuant to Section 319-33A on the following streets for the parking of vehicles for not more than three hours. No vehicle shall be parked on Monday through Saturday, both inclusive, between the hours of 9:00 a.m. and 6:00 p.m. for more than three hours, except Sundays and holidays, at a rate set forth in Chapter 175, Fees.

Name of Street	Side	Location
Midland Avenue	Both	From Rye City border to Slater Street

SECTION 6: This local law shall take effect immediately on filing with the Secretary of State.

This local law shall be effective upon due publication and filing with the Secretary of State.

BY ORDER OF THE BOARD OF TRUSTEES OF
THE VILLAGE OF PORT CHESTER, NEW YORK

NEIL J. PAGANO, Mayor

Adopted: February 3, 2014

JANUSZ R. RICHARDS, Village Clerk

On motion of TRUSTEE CECCARELLI, seconded by TRUSTEE TERENCE, the Local Law No. 1 of 2014, amending Chapter 319 of the code of the Village of Port Chester, “vehicles and traffic”, to confirm the hours of enforcement for the three-hour limit parking meter zone and impose new parking regulations on Horton Avenue and Midland Avenue was adopted by the Board of Trustees of the Village of Port Chester, New York.

ROLL CALL

AYES: Trustees Terenzi, Kenner, Ceccarelli, and Mayor Pagano.

NOES: Marino.

ABSENT: Trustee Adams and Brakewood.

DATE: February 3, 2014

Trustee Terenzi commented on the first restaurant that goes out of business and uses the excuse that the parking meters put them out of business (most use valets) we don’t get sales tax, we are lucky if the buildings that the restaurants are in are appraised what they’re worth. We are scaring the restaurants out of business.

PUBLIC HEARING #: 3

Public Hearing to consider the advisability of adopting a local law amending the Code of the Village of Port Chester, to add provisions to Chapter 269, previously reserved, to be entitled "Sewer Rents."

The following Public Notices were duly published in the Journal News and the Westmore News on January 17, 2014, certified by Cecilia Hernandez, Principal Clerk of the Journal News and Angelina Brescia, Office Manager of the Westmore News

PUBLIC NOTICE

PUBLIC NOTICE is hereby given that the Board of Trustees of the Village of Port Chester, New York, will hold a PUBLIC HEARING on Monday, February 3, 2014, at 7:00 P.M., or as soon thereafter at the Port Chester Justice Courtroom, 2nd Floor, 350 North Main Street, Port Chester, New York, to consider the advisability of adopting a local law amending the Code of the Village of Port Chester, to add provisions to Chapter 269, previously reserved, to be entitled "Sewer Rents."

Authorized by Article 14-F of the State General Municipal Law, municipalities are authorized to enact a system of sewer rent, or user fees, for the maintenance and operation of a municipal sewer system. Currently, the cost of the Village's sewer system is funded from the property tax. Adopting rents would enable the Village to equitably spread this cost to all properties, including tax exempt properties. Actual water consumption would be the basis for calculating the amount of the sewer rent that is due from property owners.

Interested persons are invited to attend and will be afforded the opportunity to be heard at this time. The copy of the proposed law is available at the Village Clerk's office or online at the Village website www.portchesterny.com.

Date: January 10, 2014

/s/ JANUSZ R. RICHARDS

JANUSZ R. RICHARDS

Village Clerk

Village of Port Chester, New York

On motion of Trustee Terenzi, seconded by Trustee Ceccarelli, the public hearing was declared open.

ROLL CALL

AYES: Trustees Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustees Adams and Brakewood.

DATE: February 3, 2014

Mayor Pagano asked if there was anyone from the audience who would like to make any comments.

Village Manager Steers commented we are trying to have a more equitable rate for the sewer rental charge and this would be spread across the users based on the consumption. It brings in the exempt taxpayers based on consumption.

Trustee Marino commented this public hearing should be at the next meeting.

Trustee Terenzi commented on the rate and asked for the change in the rate.

Village Attorney Cerreto commented that the penalties would be affected.

Mayor Pagano commented we cannot afford to hold up this process. We will still be on track if we hold off on this until the meeting on the 18th.

Trustee Terenzi commented on getting a letter stating the reduction in rates.

Mr. Baker commented on why this cannot be in the form of a bond.

Trustee Terenzi commented this is a five year bond. Once we hit a certain level we will go out for a 30 year bond.

Mr. Baker commented on what will happen with this tax money.

Village Manager Steers commented this is not a tax. It is a user fee so the only people affected are those using it.

Mr. Abel commented he agrees with the concept of the user fee. But, the contract favors the Water Company.

On motion of Trustee Ceccarelli, seconded by Trustee Kenner, the public hearing was adjourn to February 18, 2014.

ROLL CALL

AYES: Trustees Brakewood, Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Adams.

DATE: February 3, 2014

PUBLIC HEARING #: 4

Public Hearing to consider the advisability of establishing the sewer rent rate at \$1.300020/CCF of water consumption.

PUBLIC NOTICE

The following Public Notices were duly published in the Journal News and the Westmore News on January 17, 2014, certified by Cecilia Hernandez, Principal Clerk of the Journal News and Angelina Brescia, Office Manager of the Westmore News

PUBLIC NOTICE is hereby given that the Board of Trustees of the Village of Port Chester, New York, will hold a PUBLIC HEARING on Monday, February 3, 2014, at 7:00 P.M., or as soon thereafter, at the Port Chester Justice Courtroom, 2nd Floor, 350 North Main Street, Port Chester, New York, to consider the advisability of establishing the sewer rent rate for the Village's Fiscal Year 2013-2014 at \$1.300020/CCF of water consumption.

Interested persons are invited to attend and will be afforded the opportunity to be heard at this time. The copy of the proposed law is available at the Village Clerk's office or online at the Village website www.portchesterny.com.

Date: January 10, 2014

/s/ JANUSZ R. RICHARDS

JANUSZ R. RICHARDS

Village Clerk

Village of Port Chester, New York

On motion of Trustee Marino, seconded by Trustee Ceccarelli, the public hearing was declared open.

ROLL CALL

AYES: Trustees Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustees Adams and Brakewood.

DATE: February 3, 2014

Mayor Pagano asked if there was anyone from the audience who would like to make any comments.

There being none, Mayor Pagano asked for a motion to adjourn the hearing.

On motion of Trustee Marino, seconded by Trustee Kenner, the public hearing was adjourn to February 18, 2014.

ROLL CALL

AYES: Trustees Brakewood, Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Adams.

DATE: February 3, 2014

PUBLIC COMMENTS

Mayor Pagano asked if there was anyone from the audience who would like to make any comments.

Mr. Ron Luiso commented on the overcrowding issue and the fires during the last month relating to overcrowding and dangerous conditions. Something has to be done immediately by this Board and suggest – if we do nothing somebody is going to get killed or injured in one of these fires. The Village could be subject to liability claims if someone is hurt. The landlord is liable. There is a difference where the owner lives in a building because he will want it to be safe. Code Enforcement does a great job with 3-families and above; the problem is not there. It is with 2-families with up to 6 families living there. The landlords should be fined and if there is a fire the landlord should be liable for all expenses – fire, police, inspection and temporary living expenses; and he should be billed by the Village. Many of the small businesses in the Village have no violations. Their inspections could be moved from 18 months to 36 months.

Mr. Morlino commented on the overcrowded houses. I have a blog on making Port Chester a better place and someone mentioned a *New York Times* article on “presumptive evidence”. It had to do with overcrowding and in the Town of Islip it makes the renter abide by certain fire codes or they will get fined. If the landlord does not let the Town know he is renting, the landlord can be fined.

Trustee Terenzi commented that if there is “presumptive evidence” that you don’t live there it is assumed you are renting the entire house.

Mr. Morlino commented there should be a rental permit with a nominal fee. Value wise you can’t determine what an overcrowding situation costs so towns are charging either a fine or 10% of the rent.

Mayor Pagano commented when he first saw the NYT article he shared it with Village Manager Steers and Attorney Cerrito. We are talking about rental units. We are talking about taking this whole Code Enforcement issue to another level. This Board has to look at this and the public has to really hear what the ramifications are if they really want code enforcement.

Village Manager Steers said he reviewed a situation like this in Southern Florida where they mandated a landlord registration with inspection and fines. This was a voluntary program. It required several inspectors, a clerk, and dealing with the courts.

Mr. Robert Reis commented on the grant to Port Chester for the Byram River Inlet. This ties into the economic development and to reinvent the marina. We should have public access to the waterway for kayakers and canoers. This would attract non-residents to local businesses.

Trustee Ceccarelli commented the Port Chester Yacht Club charges a fee for non-members to use their dock to launch kayaks.

Mayor Pagano commented that it is the purpose of the Board to have the marina more of a community use area.

Trustee Brakewood would like to see access in three areas along the river.

Village Manager Aide Chris Ameigh commented on the grant. The '68 plan was used as the basis for the 2012 plan so a lot of what we are talking about today was in the original plan.

Mr. Luiso commented about special violations penalties. If there is a fire you can assess a major penalty. As long as it is on the books you don't have to wait to do that.

Village Manager Steers commented that we have that in place. Each violation, and we have 40, to, 60 violations on the books with fines of \$1,000 plus up to \$20,000. The majority of people out there do not want to end up in court because those are the fines they are going to be hit with.

Ms. Andrea Granata commented on the *Daily Voice* article on Code Enforcement, referring to Mayor Pagano's saying that an unjust code enforcement process has been penalizing good citizens and law-abiding property owners while others go unscathed. Neighborhood sheds are sometimes in violation of code.

Director of Code Enforcement Peter Miley commented that sheds are a low priority complaint. We log all complaints in order of priority. This is a Zoning code violation.

Ms. Andrea Granata commented that things are not consistent as in the past – I was told what was happening with my complaint. And now silence.

Mayor Pagano asked Peter to speak with Ms. Granada outside of the meeting.

Mr. Abel commented on the issue of the Town of Islip. Let's get Code Enforcement staffed so it can do its job before we take on a tenant registry -- an inspection of every single apartment in the Village.

RESOLUTIONS

RESOLUTION # 1

AWARDING BID FOR SANITARY & STORM DRAIN CLEANING AND TELEVISION INSPECTION

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

WHEREAS, the Village of Port Chester has advertised for bids for Sanitary Sewer and Storm Drain Cleaning and Television Inspection (BID Number 2013-06); and

WHEREAS, five bids were received, with Fred A. Cook, Inc., Montrose, New York, submitting the lowest bid in the amount of \$209,375.00 and

WHEREAS, the Village's consulting engineer, Dolph Rotfeld Engineering, P.C., has worked with the low bidder on previous projects and has found their work to be satisfactory. Now therefore, be it

RESOLVED, that the Board of Trustees hereby awards the bid for Sanitary Sewer and Storm Drain Cleaning and Television Inspection to Fred A. Cook, Inc., Montrose, New York in the amount of \$209,375.00; and

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

BE IT FURTHER RESOLVED, that the funding for said work be appropriated from FY 2010-11 Sanitary Sewer Reconstruction Project, 5.8120.400.2010.117.

Approved as to Form:

Anthony M. Cerreto, Village Attorney

ROLL CALL

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

NOES: None.

ABSENT: Trustee Adams.

DATE: February 3, 2014

RESOLUTION # 2

RETAINER FOR ARCHITECT/ENGINEER CONSULTING SERVICES REGARDING RENOVATIONS TO POLICE HEADQUARTERS/JUSTICE COURT BUILDING

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

WHEREAS, circumstances have dictated the need for time-sensitive renovations to be done at the Police Headquarters/Justice Court; and

WHEREAS, architect/engineer consulting services are required before this work may proceed; and

WHEREAS, the Village Manager has identified a qualified firm for such purpose. Now, therefore be it

RESOLVED, that the Village Manager be and is hereby authorized to enter into an agreement with La Rocca Greene Architects, LLC., 22 Purchase Street, Rye, New York 10580, to provide architect/engineer consulting services with regard to renovations to the Police Department/Justice Curt building at 350 North Main Street, compensation to be \$23,000 and otherwise in accordance with a proposal dated January 31, 2014; and be it further

RESOLVED, that payment be made from Capital Account "Police Building Improvements" 5.3120.400.2013.126.

Approved as to Form:

Anthony M. Cerreto, Village Attorney

ROLL CALL

AYES: Trustees Brakewood, Marino, Ceccarelli, and Mayor Pagano.

NOES: Trustees Terenzi, and Kenner.

ABSENT: Trustee Adams.

DATE: February 3, 2014

RESOLUTION # 3

**WESTCHESTER COUNTY FOOD SERVICE PERMIT
FOR SENIOR NUTRITION PROGRAM
220 GRACE CHURCH STREET**

On a motion of TRUSTEE BRAKEWOOD seconded by TRUSTEE KENNER, 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 hereby authorized to submit an application for renewal of the Village of Port Chester's food service establishment permit with the Westchester County Health Department (No. 01-6620-B, expiring March 31, 2014) regarding the Port Chester Senior Nutrition Program at 220 Grace Church Street.

ROLL CALL

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

NOES: None.

ABSENT: Trustee Adams.

DATE: February 3, 2014

RESOLUTION # 4

**RETAINER AND COMPENSATION OF HEARING OFFICER FOR SECTION 75
CIVIL SERVICE LAW DISCIPLINARY PROCEEDINGS**

On motion of TRUSTEE BRAKEWOOD, seconded by TRUSTEE MARINO, the following resolution was **postponed to February 18, 2014** by the Board of Trustees of the Village of Port Chester, New York:

WHEREAS, employees holding certain positions are entitled to the protections of Section 75 of the Civil Service Law, either by law or by virtue of their applicable collective bargaining agreement, including written charges and a hearing, prior to removal or otherwise subjected to disciplinary penalty for incompetency or misconduct; and

WHEREAS, the hearing upon such charges shall be held by the officer or body having the power to remove the person or by a deputy or other such person designated by such officer or body who would then make a recommendation to the removal authority on such charges; and

WHEREAS, disciplinary charges have most recently been served against certain Village employees; and

WHEREAS, by resolution adopted by the Board on November 23, 2009, Deborah A. Shapiro, LLC, 270 Madison Avenue, New York, New York, was retained to act as Hearing Officer in two disciplinary proceedings; and

WHEREAS, given the depth of experience as a hearing officer in personnel matters, past experience with the Village and competitive rate of compensation, the Village Manager desires to proceed in like manner in this instance. NOW, therefore, be it

RESOLVED, that Deborah A. Shapiro, LLC., 270 Madison Avenue, Suite 1301, New York, New York 10016 be and is hereby retained to act as Hearing Officer for disciplinary proceedings brought under Section 75 of the Civil Service Law, compensation to be \$1200.00 per diem plus travel expenses.

Approved as to Form:

Anthony M. Cerreto, Village Attorney

On motion of Trustee Marino, seconded by Trustee Kenner, the public hearing was postponed to February 18, 2014.

ROLL CALL

AYES: Trustees Brakewood, Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Adams.

DATE: February 3, 2014

REPORT OF THE VILLAGE MANAGER

Motion to Add-on

The Village Manager asked for the Board to consider a joint meeting with the Industrial Development Agency (IDA) on February 12, 2014 to review the responses to the IDA's Request for Proposals "Technical Assistance on Port Chester Public Schools Overcrowding and Mitigation Analysis Relating to Housing and Economic Growth Potentials".

Mayor Pagano asked for an add-on to the agenda to consider the request of the Manager. On motion of Trustee Marino, seconded by Trustee Ceccarelli, the motion received a unanimous vote of those present.

ROLL CALL

AYES: Trustees Brakewood, Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Adams.

DATE: February 3, 2014

On motion of TRUSTEE TERENCE, seconded by TRUSTEE CECCARELLI, the following action was taken by the Board of Trustees of the Village of Port Chester, New York:

RESOLVED, that the Board of Trustees have a joint meeting with the Port Chester Industrial Development Agency on February 12, 2014 at 6:30 p.m. to review the responses to the IDA's Request for Proposals.

ROLL CALL

AYES: Trustees Brakewood, Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Adams.

DATE: February 3, 2014

February 3rd, 2014 Updates from Christopher D. Steers, Village Manager:

ACTIONS:

- 1. VPCIDA:** As you are aware Friday 1/17/14 was the closing date for submissions for the RFP for Technical Assistance on Port Chester Public Schools Overcrowding, and Mitigation Analysis Relating to Housing and Economic Growth Potentials. The RFP which was published in the Newspapers, posted on the Website, listed in Bid Net, listed with the Planning Association, and other outlets: paper copies were also available at Village Hall offices. On Friday 1/24/14 the RFP's submittals were opened in the presence of Christopher Gomez, Director of Planning and Development and Connie Phillips, Secretary to the Boards. Below you will find the list of those individuals who submitted proposals and their cost estimates:

Mike Zuba Milone & MacBroom, Inc. 99 Realty Drive Cheshire, CT 06410	\$ 89,785.00
Robert J. Hendriks III Educational Legacy Planning Group 105 Alicia Drive North Babylon, NY 11703	\$155,000.00
Ross Haber Ross Haber Associates 24 Garden Terrace Milltown, NJ 08850	\$ 25,000.00
Urbanomics 115 Fifth Avenue New York, NY 10003	\$ 45,000.00

I will be conducting a full compliance review to determine if each consultant was responsive to the requirements within the RFP. At first glance each proposer appears to have met the submittal requirements. Once the compliance review is completed the next recommended step is to have presentations given by each proposer to the PCIDA. This can be accomplished as part of the next regular meeting on February 12th.

Again, the desired end result is a better understanding of the issue as well as the development of a defensible formula/mitigation charge per student that would be mandatory for any residential development within the overlay zones; which would be committed to upfront by the developer. The fee itself would go directly towards

mitigating the cost of additional class rooms and perhaps administration as well.

2. National Development Council: On January 16th, The Mayor and Village staff met with NDC and their partners at STV, Inc. STV, Inc. is a full service architectural, engineering, planning, interior design and construction management firm. Mr. Marsh, and Mr. Cucchiara brought them in as they move forward with their analysis of the Municipal Center project, and Fox Island road. STV has already started to conduct a space assessment analysis expanding upon the JCJ study. It is important to note that they are doing this gratis at this point. NDC will be giving an update on their progress on the priorities given at the February 18th, BOT meeting.

3. Strategic Planning: As you are aware, we have undertaken in earnest a strategic planning process. We are looking at the basic challenge of how we capitalize on the Village's physical, social, economic and human capital; for the immediate and long-range protection, enhancement, growth, and development of Port Chester. Our focus is on the major elements of the Village's built environment, including maintenance and enhancement of residential neighborhoods; revitalization of commercial areas and the waterfront; strengthening of industrial areas; improvement of transportation and infrastructure facilities; and identifying opportunities for new development. The strategies, once implemented, are intended to guide development and preservation patterns in a proactive and predictable manner and ultimately realize the Village's vision for a sustainable and prosperous future. The chief vehicle for implementation of these strategies is generally a strategic plan.

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sustainable and prosperous future. The chief vehicle for implementation of these strategies is generally a strategic plan.

Again, strategic planning has been described as: “A disciplined effort to produce fundamental decisions and actions that shape and guide what an organization is, what it does, and why it does it”.

FIGURE 1.1. THE ABCS OF STRATEGIC PLANNING.



Source: Bryson and Alston, 2004.

The strategic planning process brings focus on and emphasizes the future implications of current decisions. Once goals, objectives, measures, and action steps are established thereunder they are hard wired into a 2-5 year plan that established dedication of resources, organizational guidance, and Continuity in mission. The process itself requires some commitment and if followed yields tangible rewards.

The next workshop / planning session is scheduled for Saturday March 1st, 2014. Location and time TBD.

- 4. Property Condition Study (“Blight Study RFP):** The data needed to properly evaluate property improvement strategies include: housing and health code violations, structural deficiencies, tax delinquencies, judgment and mechanics liens, mortgage defaults, zoning code violations, etc. Proper assemblage of this data can identify areas within which blight is pervasive or areas of opportunity for rehab, expansion, and improvement of existing buildings.

Professor Nolan has presented to us a number of suggestions on how to craft a proper RFP that seeks to address the areas of opportunity identified or to be identified. Per Professor Nolan, *“Blight studies for urban renewal are usually geared to identify blighted “areas” but, we understand, there can be a scattered site approach to urban renewal. Also, blight, in the urban renewal sense, includes underdeveloped sites and buildings, i.e. not physically blighted properties but properties that could be developed at a higher and better use. These include in-fill vacant sites, unused parking surfaces, small scale land uses on large lots with more capacity, etc. It is important to identify the statutory and judicial standards for urban renewal blight studies and have these in mind before issuing your RFP.”*

Further, Professor Nolan identified how a **“Property Condition Study / Blight Study”** can lay the ground work to access brownfield opportunity act funds, by focusing on the criteria for identifying such areas, which would take a look at the DoState criteria of that program. He also strongly suggested that the RFP be expressed as a request for a “Property Condition Study” and to call on the consultant to give us criteria for identifying the discrete areas that should be studied based on available strategies and funding as well as the data set that you need to develop a range of strategies including urban renewal, neighborhood revitalization under your CDBG program, selective demolition, economically feasible rehabilitation, brownfield remediation, etc. Further, a property condition study would identify areas where energy conservation can be effective through a variety of on-site generation techniques. There will be significant funding for both villages and property owners for these efforts.

Staff will work with the Professor to more carefully craft the most effective RFP for the “property condition study”.

PROJECTS:

- 1. Town of Rye Move:** The town of Rye and their contracted architect have had several tours of the Village Hall space that they are leasing as well as the mechanical areas of the building. They have developed a preliminary set of construction drawings for the project which includes a proposed new pair of heating units for the third floor. The Village Manager and Building Inspector

recommend replacement of those units which are 15 and 20 years old. The Town has agreed to pay for the engineering of new ductwork for those new units as well as the installation of the units themselves and any ductwork that may be required if the Village agrees to purchase the units. The town has produced a bid specification using the current construction proposal. Several contractors have toured the space and are currently going through the process of preparing bids. The bids will be opened in two weeks. Preliminary estimates by the Town of Rye indicate that they are expecting construction to begin within two weeks of Bid acceptance. Pending approval of the construction plans and issuance of permits by the Port Chester Building Inspector. The “ground breaking” will occur around the end of February. The plans and Bid Specification were submitted on January 30th for review of the Building Inspector and are awaiting his comments.

2. 350 North Main Street: The proposed capital improvements to the building continue to move forward.

- On Tuesday January 7 at 12:30 pm staff met with the PESH inspector and our PBA President regarding the last violations from the PESH inspections. The focus was upon the offering of HEP B shots. We provided the documentation requested and the Inspector said the case would be closed. PESH Violations all corrected and case has been closed.
- Façade improvements: Again the brick probing has been completed. Bid specs pending architectural / engineering review and drafting.
- Again, the evidence room build out is now being staged. Demolition to progress within the next few weeks; pending architectural / engineering review / design, and evidence inventory and temporary relocation of same.

PROJECT TARGET SCHEDULE

1.	Confirm preliminary design and scope		February 6
2.	Prepare bid document plans and specs	3 weeks	February 6 – February 27
3.	Bidding, Building Permit approval	1 week	February 28 – March 7
4.	Bid evaluation, Contract award, Demolition by Village	1 week	March 10 – March 14.
5.	Construction	11 weeks	March 17 – May 30*

*Court offices possibly complete in 7 weeks by May 1st.

Construction contracting: Architect and engineers design as one project; with Dolph Rotfeld

Engineering, P.C., providing construction management.

3. Pay Station / Meters: Phase II is underway: 45 of the 46 Pay stations have been installed.

Debugging and other adjustments being made as issues arise. Complaints are being addressed; the majority of the issues have been related to user error.

Presentation on status, etc... on this agenda.

PRIORITIES

1. Sewer Rent: Again PSC approval seems to be on track for the February 18th. In the interim staff continues to meet with United Water to finalize the project and realize the billing dates discussed.

Attached is a “United Water Sewer Service Offerings & Billing time-line. Further, the public hearing on the sewer rent and rates are on this BOT agenda.

2. Bulkhead: The required Pre-Application Meeting Form, along with a conceptual plan and rational for filling the Cove, suggests meeting agenda and Department of State descriptive grant application and subsequent approval are in the hands of the NYSDEC. Final determination of a meeting to be made after finding the best low tide time and date. Right now favorable for the visit is February 10th at 3:00 p.m.; February 11th @ 4:00 p.m. Better due to the lowest tide, are Wednesday Feb. 26th at 3:15 p.m.; Thursday Feb. 27th at 4:15p.m. We will try one of the above four dates for the meeting with NYSDEC.

Further, due to the efforts of the Grant writing Working Group (consisting of Chris Gomez, Chris Ameigh, and Jessica Youngblood) funding has been awarded through the Local Waterfront Revitalization Program of the Department of State under Title 11 of the Environmental Protection Fund to undertake the following project(s): CFA #27314 - **\$225,420.00** Byram River Bulkhead Design. Mr. Gomez will be reporting on the award during this BOT meeting.

INFORMATION

- In May of last year I had the Opportunity to meet Mr. Art Robertson, Ph.D. the New York State Representative of the International Prayer Breakfast, Washington, D.C. Since then my office and all those welcome have been participating in an informal leadership group guided by Mr. Robertson. As a result of our participation the Village Treasure and I have been invited to participate in the 62nd Annual National Prayer Breakfast event in Washington, D.C., and the National Leadership Seminar. The breakfast is typically attended by some 3,500 guests, including international invitees from over 100 countries. The National Prayer Breakfast is hosted by members of the United States Congress, and the special guest speaker is the President of the United States. We have been invited as individuals and all fees are being paid for by us and not the Village.

- The Mayor and I had the opportunity to meet with Joan Thomas, and Tom Kissner on January 24th. We discussed the organization's desire for greater interaction with the Village government. The Mayor and I were requested to participate in quarterly meetings to discuss various issues. We also agreed to give a brief presentation on the state of the Village to their organization at their next meeting on or about March 4th. More details to follow.

- The Village is hosting the Westchester Municipal Officials Association Monthly meeting on February 13th, 2014. The Meeting starts at 6:00 PM at the Copacabana.

United Water Sewer Service Offerings & Billing Time-line

Tuesday, June 12, 2012 Meeting

June 13, 2012

Updated, by United Water on January 13, 2014.

Objective:

To establish a user fee for the cost of sanitary sewer maintenance, repair and replacement so that the expense will be equitably shared amongst all users.

Tentative Time-Line Chart (Time-line would be based on United Water actual water reading cycles):

<u>Sewer Budget Adoption:</u>	Jan 30, 2014
<u>Bill Preparation:</u>	Jan 30, 2014 to March 25, 2014
<u>Mailing of 1st Billing:</u>	March 25, 2014: Quarterly billing -March 25 to April 21st
<u>Mailing of 2nd Billing:</u>	April 28, 2014: Quarterly billing-April 28 to May 16
<u>Mailing of 3rd Billing:</u>	June 1, 2014 (all accts billed on monthly): Quarterly billing-June 1 to June 17
<u>Mailing of 4th Billing:</u>	June 23, 2014: Quarterly billing-June 23 to July 18
<u>Mailing of 5th Billing:</u>	July 28, 2014: Quarterly billing-July 28 to Aug 15
<u>Mailing of 6th Billing:</u>	September 2, 2014: Quarterly billing-Sept 2 to Sep 16
<u>Mailing of 7th Billing:</u>	September 23, 2014: Quarterly billing-Sep 23 to Oct 20
<u>Mailing of 8th Billing:</u>	October 27, 2014: Monthly billing-Oct 27 to Nov 14 (first group of monthly billing starts)
<u>Mailing of 9th Billing:</u>	December 2, 2014: Monthly billing-Dec 2 to Dec 19 (First group again, and start second group)

Billing Options to be provided by United Water:

- Separate billing for the Village of Port Chester with the Village's seal, and in the Village's name
- A different color in order to differentiate from United Water billings (green)
- Bill will be in the name of the property owner
- Calculate Sewer Rent based on water consumption
- Ability to recalculate and make adjustment/reduction on application of aggrieved owner
- Provide electronic eBilling service, which allows a customer to have an exact replica of their paper bill delivered electronically to their email inbox. The eBill is accompanied by all bill

inserts and allows customers to pay their bill electronically within three "clicks" of receiving the bill

- Transmission of bills including final bills for property title transfers and corrected bills as a result of re-reads as per local law
- Monthly/quarterly reporting of billing
- Apply late fees for delinquent bills as per local law
- Facilitate delinquent list for customers over 60 days by April 1st of each year so that Village may timely include with the tax levy for enforcement and collection.

Payment Options to Customers Provided by United Water:

- By mail
- Direct Debit (Melon Bank recommendation by United Water and already familiar with lockbox process)
- With a credit card over the telephone or on-line at www.unitedwater.com (a convenience fee of \$5 is charged to customer for this payment option)
- 24 hours a day using United Water self-service options, either over the phone or via their website.
 - Customer service regarding billing and

payment inquiries. Collection/Banking Options

Provided by United Water:

- A designated lockbox for Village of Port Chester (Melon Bank)
 - A designated bank for the Village of Port Chester-daily transfers of sewer collections
 - Same day bank transfer from Melon Bank to Village's designated bank.
 - Monthly/quarter reporting of collection/billing
- Other Services:
- United Water will complete all required updates and changes to the collection and billing customer information system
 - Conduct full and thorough testing of all new rates prior to commencing sewer rents' billing
 - Ensure that all payment method for the Village is performing and reporting accurately
 - Provide appropriate updates to the Village website.
 - United Water will handle all customer inquiries and complaints relating to the new sewer rent

UPDATE FROM THE BUILDING INSPECTOR

Building Inspector and Director of Code Enforcement Peter Miley updated the Board on Building & Code Enforcement Department 1st half of 2013-2014 Fiscal Year.



Village of

PORT CHESTER, NEW YORK

Building & Code Enforcement Department Fiscal (1st HALF) Report 2013

1

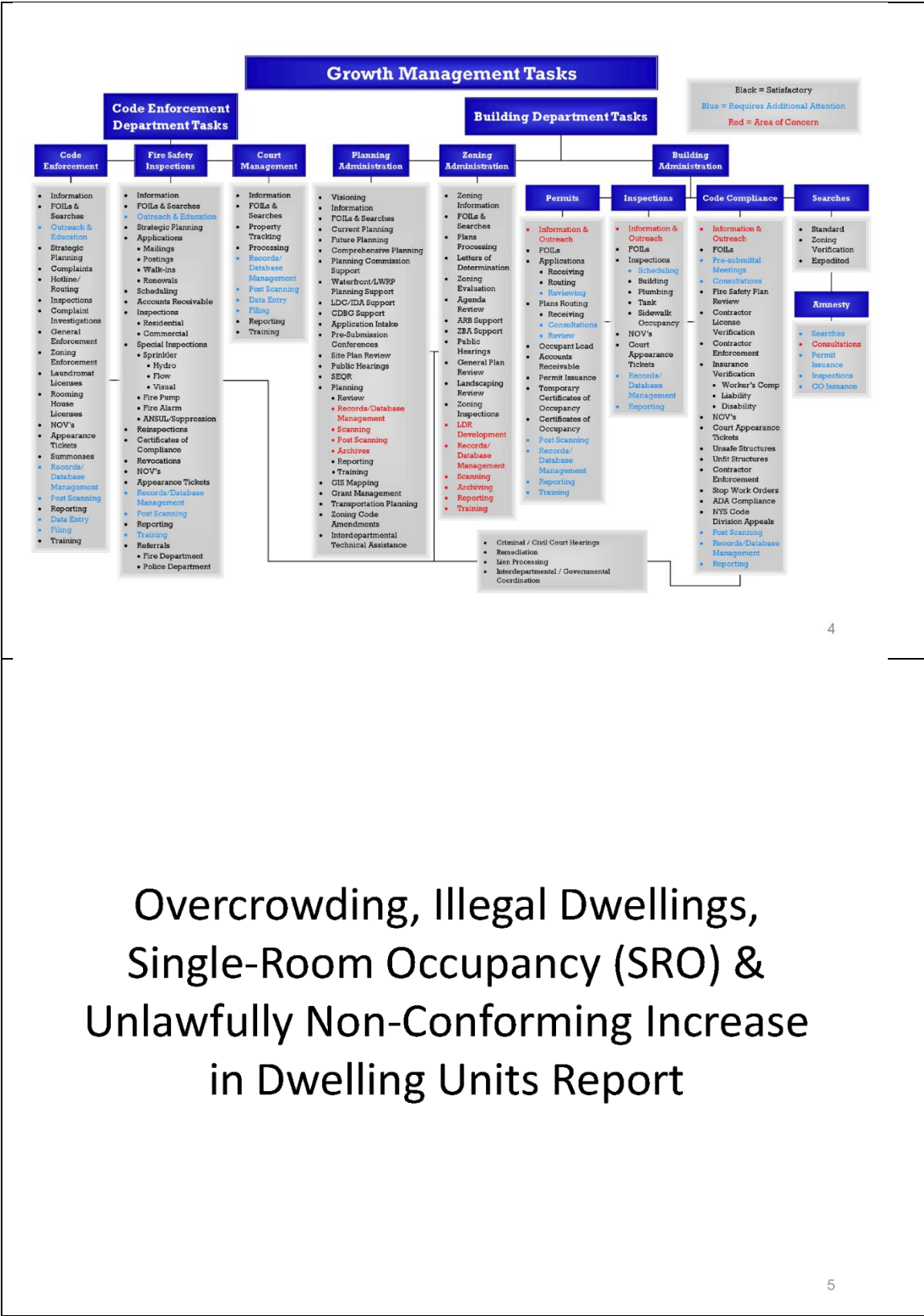
Village Staff

Building Department
Code Enforcement
Fire Safety Division

Who is performing the work and what are the tasks associated with each department?
On the next slide is an Organization and Growth Management Task Chart(s) to illustrate.



2



Overcrowding, Illegal Dwellings, Single-Room Occupancy (SRO) & Unlawfully Non-Conforming Increase in Dwelling Units Report

Overcrowding, Illegal Dwellings, Single-Room Occupancy (SRO) & Unlawfully Non-Conforming Increase in Dwelling Units

What is Overcrowding?

A space, dwelling unit or a bedroom or the conversion of any another space (e.g. living room converted into a bedroom) that is utilized in excess and what is permitted according to the NYS Property Maintenance Code.

For Example: Bedrooms that contain “more beds” that are permitted according to code that is based on the size of the room and make-up of the family including age and gender of the children.

The Code does not permit a family of four (2 adults & 2 children) to occupy one bedroom.

6

Overcrowding, Illegal Dwellings, Single-Room Occupancy (SRO) & Unlawfully Non-Conforming Increase in Dwelling Units

What is an SRO?

A space, dwelling unit or a bedroom or the conversion of any another other space (e.g. living room/ large closet converted into a single room occupancy) typically utilized as a “mini” dwelling unit “apartment” within a dwelling unit.

For Example: Bedrooms & Living rooms that have interior non-passive, key-locked doors where the space is converted into a “mini” dwelling unit and rented to additional people that use the kitchen and bathroom as common space similar to a rooming house. A majority of those found also have converted the living room into a separate living space as well. In addition, SRO’s are also deemed as overcrowded spaces.

7

Overcrowding, Illegal Dwellings, Single-Room Occupancy (SRO) & Unlawfully Non-Conforming Increase in Dwelling Units

What is an Illegal Dwelling ?

A space within a building that was converted into an additional apartment or dwelling unit or a space constructed and utilized as separate sleeping quarters.

For Example: Attics and Basements that were converted into individual/ separate dwellings/apartment units without receiving the proper approvals and/or permits that violate the Village of Port Chester Zoning Code(s) and the NYS Uniform Building and Fire Code(s). A (2) two-family dwelling that is located in a (2) two-family zone that converted the attic and basement space(s) into individual dwelling/apartment units.

This example thereby converts the building into an Unlawful, Non-Conforming 4 Family Dwelling. In this example, the building may violate the Village of Port Chester Zoning Code, the NYS Uniform Building and Fire Code and the conversion essentially creates a space that is a threat to the safety of the people that reside within the unit(s) and the first responders.

8

Overcrowding, Illegal Dwellings, Single-Room Occupancy (SRO) & Unlawfully Non-Conforming Increase in Dwelling Units Report

Overcrowding, Single-Room Occupancies (SRO's) and Illegal Dwelling Units are discovered several ways that include:

- Fire Inspections
- Code Enforcement Complaints (e.g., responding to heat complaints, bug infestation complaints)
- Municipal Searches
- Voluntary Compliance, via Consultation and Building Permit
- Police or Fire Department Referrals
- Structure Fires

Following this slide are the numbers.



9

**Overcrowding, Illegal Dwellings, Single-Room
Occupancy (SRO) & Unlawfully Non-Conforming
Increase in Dwelling Units Report**

**Discovered During Fire-Safety Inspections
Here are the Numbers**



10

Date Identified	Street Name	Occupancy	Unlawful Basement Spaces/ Apts. No. of Reduced Occupancies	Unlawful Attic Spaces/ Apts. No. of Reduced Occupancies	Over Crowding No. of Reduced Occupancies	SRO No. of Reduced Occupancies	Discovered During a Fire	Inspector
1/7/2013	Fawcett St.	2 Family	3				N	KGB
1/8/2013	Rectory St.	3 Family	2				N	KGB
1/8/2013	Washington St	3 Family	1				N	JRR
1/9/2013	Central Ave.	2 Family	1				N	KGB
1/14/2013	Soundview St.	3 Family	1				N	KGB
1/15/2013	Haseco Ave	3 Family	1				N	JRR
1/16/2013	Terrace Ave	3 Family	1				N	JRR
1/21/2013	East Broadway	2 Family	1				N	KGB
1/21/2013	Fairview Ave.	4 Family	1				N	KGB
1/21/2013	Purdy Ave.	3 Family	1				N	KGB
1/24/2013	Sand St	3 Family	4				N	JRR
1/24/2013	Soundview St	3 Family	1				N	JRR
1/25/2013	Madison Ave	1 Family	1				N	JMN
1/28/2013	Clinton St.	3 Family	1				N	KGB
1/30/2013	Greenwood Ave.	2 Family	1				N	KGB
2/6/2013	Drew St	5 Family	1				N	JRR
2/6/2013	Highland Ave	2 Family	1				N	JRR
2/6/2013	Terrace Ave	2 Family	1				N	JRR
2/7/2013	Oak St.	7 Family	1		4		N	KGB
2/11/2013	Midland Ave	2 Family		1	2		N	JMN
2/12/2013	Edison Pl.	3 Family	1				N	KGB
2/12/2013	Greenwood Ave	3 Family	1				N	JRR

Date Identified	Street Name	Occupancy	Unlawful Basement Spaces/ Apts. No. of Reduced Occupancies	Unlawful Attic Spaces/ Apts. No. of Reduced Occupancies	Over Crowding No. of Reduced Occupancies	SRO No. of Reduced Occupancies	Discovered During a Fire	Inspector
2/21/2013	Highland St.	3 Family			1		N	KGB
2/22/2013	Highland St.	2 Family	1	1			N	KGB
2/26/2013	Haseco Ave	2 Family	1	1	5	5	N	JRR
2/26/2013	Nicola Pl	2 Family	1				N	JMN
2/27/2013	Midland Ave.	4 Family			2		N	KGB
2/28/2013	Leonard St.	6 Family	1				N	JMN
3/8/2013	Grace Church St.	2 Family		1			N	JMN
3/8/2013	Sands St.	4 Family	1				N	JMN
3/12/2013	Central Ave.	2 Family	1			2	N	KGB
3/12/2013	Inwood Ave	2 Family	1				N	JRR
3/12/2013	Orchard St	3 Family	2				N	JRR
3/12/2013	Pearl St.	4 Family	2				Y	KGB
3/19/2013	Midland Ave.	2 Family		1			N	JMN
3/19/2013	Nicola Pl.	2 Family	1				N	JMN
3/25/2013	Oak St.	7 Family	2				Y	JMN
3/26/2013	Sycamore Lane	1 Family	1				N	KGB
4/2/2013	Oak St.	6 Family	1			6	N	KGB
4/2/2013	Willett Ave	4 Family	2	2			N	JRR
4/9/2013	Bush Ave	1 Family		3	5	5	N	JRR
4/15/2013	William St.	6 Family	2		6	10	Y	KGB
4/16/2013	Eldredge St.	3 Family	1		2		Y	KGB
4/17/2013	Fox Island Rd	6 Family	4				N	JRR

Date Identified	Street Name	Occupancy	Unlawful Basement Spaces/ Apts. No. of Reduced Occupancies	Unlawful Attic Spaces/ Apts. No. of Reduced Occupancies	Over Crowding No. of Reduced Occupancies	SRO No. of Reduced Occupancies	Discovered During a Fire	Inspector
5/6/2013	Grace Church St.	4 Family		1			N	JMN
5/7/2013	South Regent St.	3 Family	1				N	KGB
5/9/2013	South Regent St.	8 Family			2	4	Y	KGB
5/10/2013	Haseco Ave.	4 Family			2	2	Y	JMN
5/14/2013	Poningo St.	1 Family	1	1		4	N	KGB
5/17/2013	Westchester Ave	12 Units	3				N	JRR
5/20/2013	Husted St	3 Family	2				N	JRR
5/20/2013	Irving Ave	2 Family	3				N	JRR
5/20/2013	Mortimer St	3 Family	3				N	JRR
5/22/2013	Central Ave.	3 Family	1	1			N	KGB
5/23/2013	Westchester Ave	2 Family	3				N	JRR
5/30/2013	Grace Church St.	5 Units				6	N	JMN
6/4/2013	Chestnut St.	2 Family			3		N	KGB
6/12/2013	S. Main St	5 Units			8	8	N	JRR
6/13/2013	Fox Island Rd	4 Family		3			N	JRR
6/25/2013	Irving Ave.	5 Family	1				N	KGB
6/26/2013	Bent Ave.	3 Family			2	2	N	JMN
6/29/2013	Leicester St	3 Family	1	1			N	KGB
	January 2013-June 2013		71	17	44	54	TOTAL	186
7/2/2013	Orchard St	1 Family	1				N	JRR
7/11/2013	N.Main St.	3 Family			5	3	N	JMN
7/15/2013	Westchester Ave	4 Units			2		N	JRR

Date Identified	Street Name	Occupancy	Unlawful Basement Spaces/ Apts. No. of Reduced Occupancies	Unlawful Attic Spaces/ Apts. No. of Reduced Occupancies	Over Crowding No. of Reduced Occupancies	SRO No. of Reduced Occupancies	Discovered During a Fire	Inspector
7/16/2013	Poningo St.	3 Family	1	1		4	Y	KGB
7/16/2013	Poningo St.	3 Family		1		6	Y	KGB
7/17/2013	Oak St.	2 Family	1		1	1	Y	JMN
7/29/2013	Highland St.	4 Family		2			N	KGB
8/2/2013	Poningo St.	6 Family				10	N	KGB
8/12/2013	Eldredge St.	6 Family	1		4		N	JMN
8/13/2013	S. Regent St	3 Family			1		N	JRR
8/13/2013	Sands St.	6 Family				4	N	KGB
8/27/2013	Armett St.	4 Family	2		4	4	N	JMN
8/28/2013	Traverse Ave	2 Family	2	2	2	4	N	JRR
8/28/2013	Washington St	4 Family	2				N	JRR
8/29/2013	Parker St	3 Family	2	2	4		N	JRR
9/4/2013	S. Regent St	3 Family	1				N	JRR
9/4/2013	S. Regent St	5 Family	3		3		N	JRR
9/9/2013	Poningo St.	6 Family	2		4	6	N	JMN
9/10/2013	Martin Pl.	4 Family			16	8	N	JMN
9/10/2013	Midland Ave.	5 Family			7	2	Y	JMN
9/19/2013	Grove St.	5 Family	1			6	N	JMN
9/30/2013	Oak St.	6 Family				6	N	KGB
9/30/2013	Oak St.	5 Family	1		3		N	KGB
10/2/2013	Irving Ave	3 Family	2				N	JRR
10/2/2013	Parker St	5 Family	2	4	6	2	N	JRR

Date Identified	Street Name	Occupancy	Unlawful Basement Spaces/ Apts. No. of Reduced Occupancies	Unlawful Attic Spaces/ Apts. No. of Reduced Occupancies	Over Crowding No. of Reduced Occupancies	SRO No. of Reduced Occupancies	Discovered During a Fire	Inspector
10/2/2013	Rectory St	3 Family	2				N	JRR
10/2/2013	Touraine Ave	4 Family	2				N	JRR
10/7/2013	Pearl St	3 Family	2				N	JRR
10/7/2013	West St	4 Family	2		2		N	JRR
10/11/2013	Putnam Ave.	3 Family	1				N	KGB
10/15/2013	Parker St.	3 Family	2	1			N	KGB
10/16/2013	Smith St.	5 Family	3	2			N	KGB
10/18/2013	Gilbert St	3 Family	3		3	3	N	JRR
10/18/2013	Pearl St.	4 Family		1		3	Y	KGB
10/18/2013	Poplar St.	1 Family		1			N	KGB
10/24/2013	Oak St.	8 Family	1		8	8	Y	JMN
10/24/2013	Poningo St.	2 Family	1	1	3		N	JMN
10/28/2013	S. Regent St	5 Family	3				N	JRR
10/31/2013	Poningo St.	3 Family	2	2		4	Y	KGB
11/1/2013	Spring St.	2 Family	1	1			N	KGB
11/1/2013	West St.	6 Family	1				N	KGB
11/5/2013	Sherman St.	2 Family	1		2		N	JMN
11/15/2013	S Regent St	5 Family	2		2	2	N	JRR
11/19/2013	Grace Church St	3 Family	1				N	JRR
11/19/2013	Greenwood Ave.	6 Family	2				N	KGB
11/19/2013	Westchester Ave.	3 Family	1				N	KGB
11/20/2013	Broad St.	13 Units			4	2	N	JMN

Date Identified	Street Name	Occupancy	Unlawful Basement Spaces/ Apts. No. of Reduced Occupancies	Unlawful Attic Spaces/ Apts. No. of Reduced Occupancies	Over Crowding No. of Reduced Occupancies	SRO No. of Reduced Occupancies	Discovered During a Fire	Inspector
11/26/2013	Oak St.	3 Family	2				N	KGB
11/27/2013	Armett St	3 Family	1				N	JRR
12/13/2013	Poningo St	4 Family	3		2	2	N	JRR
12/18/2013	Poningo St.	3 Family			8	4	N	JMN
12/18/2013	Westchester Ave.	3 Family	1	1			N	JMN
12/19/2013	Haseco Ave.	2 Family	1	2		6	Y	KGB
12/19/2013	Irenhyl Ave.	1 Family	1				Y	KGB
12/23/2013	Highland St.	4 Family		1	3		Y	JMN
12/23/2013	Greenwood Ave.	2 Family			1		N	JMN
12/30/2013	King St.	54 Family				10	Y	KGB
12/31/2013	Olivia St.	2 Family		1		3	N	JMN
July thru December			66	26	100	113	TOTAL	305
Yearly Totals			137	43	144	167		
Distribution by Property Types								
Grand Total Reduction			491		1 and 2 Family	3 + Family	Mixed Use	
Number of Properties Identified due to Fire Calls			17		103	355	33	

16

Overcrowding, Illegal Dwellings, Single-Room Occupancy (SRO) & Unlawfully Non-Conforming Increase in Dwelling Units Report

Discovered During Code Enforcement Inspections

Here are the Numbers



17

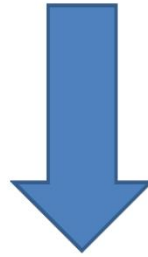
Date Identified (complaint date)	Street Name	Occupancy	Unlawful Basement (# of Reduced Occupancies)	Unlawful Attic (# of Reduced Occupancies)	OC (# of Reduced Occupancies)	SRO (# of Reduced Occupancies)	Discovered via a Fire Call?
04/29/13	Townsend St.	2 Family	1	1		3	N
04/30/13	Oakridge Dr.	1 Family			3		N
05/07/13	West St.	2 Family			3		N
05/10/13	Palace Pl.	3 Family	1		1	2	N
05/17/13	Orchard St.	2 Family	1				N
05/20/13	Ridgeview Pl.	2 Family	2		7	5	N
05/21/13	Ellendale Ave.	2 Family	1	1			N
05/22/13	Irving Ave.	14 Family				2	N
05/24/13	Orchard St.	2 Family	1				N
05/24/13	Armett St.	2 Family	1			2	N
05/30/13	Poningo St.	2 Family		5		2	Y
06/05/13	Washington St.	2 Family	1				N
06/07/13	Grace Church St.	2 Family	1				N
06/14/13	Summit Ave.	2 Family	1				N
06/21/13	Fox Island Rd.	2 Family	1				N
06/24/13	Soundview St.	2 Family	1			3	N
06/26/13	Hobart Ave.	1 Family	1				N
06/27/13	Bent Ave.	3 Family	1				N
	April - June Totals		15	7	14	19	55
07/02/13	Park Ave.	2 Family				2	N
07/08/13	Hobart Ave.	1 Family	1				N
07/10/13	Grace Church St.	5 Units				2	N
07/12/13	Rollhaus Pl.	2 Family		1			N
07/13/13	Poningo St.	2 Family	1	3		4	N
07/17/13	Leicester St.	1 Family	1	1		1	N
07/19/13	N. Regent St.	2 Family		1			N
07/23/13	Seymour Rd.	3 Family	1				N
07/29/13	Olivia St.	2 Family	1				N
08/05/13	Madison Ave.	2 Family	1				N
08/09/13	Quintard Dr.	1 Family	2	1			N
08/09/13	Drew St.	2 Family	1			2	N
08/14/13	West St.	2 Family	1				N
08/15/13	Prospect St.	2 Family	1				N

Date Identified (complaint date)	Street Name	Occupancy	Unlawful Basement (# of Reduced Occupancies)	Unlawful Attic (# of Reduced Occupancies)	OC (# of Reduced Occupancies)	SRO (# of Reduced Occupancies)	Discovered via a Fire Call?	
09/03/13	Willett Ave.	2 Family	1				N	
09/09/13	Rectory St.	3 Family				2	N	
09/19/13	Franklin St.	3 Family	1				N	
09/23/13	Wesley Ave.	1 Family		1			N	
09/25/13	Locust Ave.	2 Family			2	2	N	
10/02/13	Bush Ave.	6 Family				2	N	
10/03/13	Haseco Ave	2 Family	1		5		N	
10/04/13	Fairview Ave.	1 Family		1			N	
10/07/13	Pilgrim Dr.	1 Family	1				N	
10/08/13	Breckenridge Ave.	3 Family	5				N	
10/10/13	Read St.	2 Family	1				N	
10/15/13	Exchange Pl.	17 Family			7		N	
10/26/13	Willett Ave (Apt 5)	1 Family			1		N	
10/28/13	Perry Ave.	2 Family	1	1	2		N	
10/28/13	Willett Ave. (Apt 6)	1 Family				1	N	
10/29/13	Highland St.	2 Family	1				N	
10/31/13	Glen Ave.	1 Family	1				N	
10/31/13	Birch St.	1 Family	1				N	
11/01/13	Grandview Ave.	2 Family	1				N	
11/01/13	Grandview Ave.	2 Family	1				N	
11/04/13	N. Regent St.	1 Family		1			N	
11/05/13	Armett St.	2 Family		1			N	
11/07/13	Park Pl.	2 Family	1				N	
11/13/13	Washington St.	2 Family	1		1	2	N	
11/17/13	Fairview Ave.	1 Family	1		1		N	
11/27/13	Olivia St.	2 Family	1				N	
	July - November Totals		31	12	19	20	82	
	Yearly Totals		46	19	33	39	137	
			Distribution by Property Types					
			1 and 2 Family	3 + Family	Mixed Use			
			110	25	2			

Overcrowding, Illegal Dwellings, Single-Room Occupancy (SRO) & Unlawfully Non-Conforming Increase in Dwelling Units Report

Discovered During Municipal Search Request

Here are the Numbers



20

Street	Search Type	Date	Listed Use	Permitted Use	Search	Fire/Code	Issue
Abendroth Pl	Amnesty	1/29/13	2 Family	2 Family			Third Floor Occupancy
Alto Ave	Expedited	2/13/13	6 Family	4 Family	2		Increase in Units
Alto Ave	Amnesty	1/9/14	3 Family	3 Family			Third Floor Occupancy
Arnett St	Standard	11/1/13	3 Family	2 Family	1		Increase in Units
Arnett St	Expedited	1/15/13	4 Family	3 Family	1		Overcrowding Complaint
Breckenridge Ave	Amnesty	8/9/13	1 Family	1 Family			Basement Occupancy
Bulkley Ave	Expedited	6/12/13	2 Family	2 Family			Third Floor Occupancy
Bush Ave	Expedited	8/5/13	10 Family	6 Family	4		Increase in Units
Bush Ave	Report	1/7/14	5 Family	5 Family			Basement Occupancy
Central Ave	Report	1/7/14	3 Family	2 Family		1	Basement Apartment
Cesario Pl	Internal	7/13/12	3 Family	2 Family	1		Basement Apartment
Chestnut St	Amnesty	1/29/13	1 Family	1 Family			Additional Apartment added to property
Clark Pl	Standard	4/29/13	1 Family	1 Family			Attic Bedroom
Clinton St	Amnesty	1/7/14	3 Family	2 Family	1		Increase in Units
Clinton St	Expedited	4/22/13	4 Family	2 Family	2		Increase in Units
Cottage St	Expedited	12/9/13	Auto Body Shop 4 Family	Auto Body Shop 2 Family	2		Increase in Units
Drew St	Inspection	12/3/13	3 Family	2 Family		1	Basement Apartment
Drew St	Amnesty	2/7/13	5 Family	3 Family	1	1	Increase in Units / Basement Occupancy
Drew St	Amnesty	1/9/14	4 Family 1 Family	3 Family 1 Family	1		Increase in Units
East Broadway	Report	1/7/14	2 Family	2 Family			Third Floor Occupancy / Basement Occupancy
Edison Pl	Amnesty	11/18/13	3 Family	2 Family		1	Increase in Units
Eldridge St	Report	1/7/14	3 Family	3 Family			Basement Occupancy
Eldridge St	Expedited	11/19/13	4 Family	4 Family			Basement Occupancy
Ellendale Ave	Report	1/7/14	2 Family	2 Family			Basement Occupancy
Elmont Ave	Standard	5/16/13	2 Family	2 Family			Basement Occupancy
Elmont Ave	Amnesty	8/16/13	2 Family	1 Family	1		Increase in Units
Elmont Ave	Inspection	1/1/13	3 Family	2 Family	1		Basement Apartment
Fairview Ave	Report	1/7/14	1 Family	1 Family			Third Floor Occupancy
Fairview Ave	Amnesty	1/7/14	3 Family	1 Family		2	Basement Apartment / Attic Apartment
Fairview Ave	Internal	6/10/13	2 Family	1 Family		1	Increase in Units / Basement Apartment
Fawcett St	Report	3/19/13	5 Family	4 Family	1		Basement Apartment
Fox Island Rd	Amnesty	4/19/13	3 Family	2 Family	1		Basement Apartment
Fox Island Rd	Report	3/19/13	3 Family	2 Family	1		Basement Apartment
Gilbert Pl	Report	1/7/14	2 Family	2 Family			Basement Occupancy
Gilbert Pl	Report	1/7/14	xxx	xxx			Basement Occupancy
Gilbert Pl	Report	1/7/14	xxx	xxx			Basement Occupancy
Glen Ave	Expedited	2/6/13	1 Family	1 Family			Third Floor Occupancy
Glen Ave	Expedited	5/2/13	2 Family	1 Family	1		Increase in Units
Grace Church St	Expedited	4/9/13	2 Family & 2 Family	2 Family & 1 Family	1		Increase in Units / Third Floor Occupancy
Grandview Ave	Report	1/7/14	2 Family	2 Family			Third Floor Occupancy
Grant St	Amnesty	4/16/13	2 Family	1 Family	1		Increase in Units
Greenwood Ave	Report	1/7/14	4 Family	3 Family	1		Increase in Units / Added Apartment
Grove St	Standard	8/7/13	5 Commercial 30 Family	5 Commercial 29 Family	1		Increase in Units / Basement Occupancy
Haseco Ave	Amnesty	10/21/13	5 Family	3 Family	2		Increase in Units
Highland St	Expedited	4/11/13	3 Family	2 Family		1	Increase in Units / Basement Occupancy
Highland St	Expedited	2/25/13	2 Family	Inconclusive	1		Increase in Units / Third Floor Occupancy

Street	Search Type	Date	Listed Use	Permitted Use	Search	Fire/Code	Issue
Husted St	Amnesty	12/2/13	4 Family	2 Family		2	Increase in Units
Inwood Ave	Amnesty	1/6/14	3 Family	2 Family	1		Increase in Units
Irving Ave	Expedited	7/22/13	6 Family	4 Family	1	1	Increase in Units / Basement Apartment
Irving Ave	Inspection	2/25/11	4 Family	2 Family	2		Basement Apartment / Attic Apartment
King St	Expedited	5/15/13	2 Family 1 Office	1 Family 1 Office	1		Increase in Units
King St	Report	1/7/14	1 Family	1 Family			Third Floor Occupancy / Basement Occupancy
Leonard St	Report	1/7/14	3 Family	3 Family			Basement Occupancy
Locust Ave	Amnesty	12/9/13	3 Family	2 Family	1		Increase in Units
Locust Ave	Expedited	10/1/13	1 Family	1 Family			Third Floor Occupancy
Locust Ave	Inspection	1/7/14	4 Family	3 Family	1		Increase in Units
Locust Ave	Amnesty	11/7/13	1 Family	1 Family			Third Floor Occupancy
Lyon St	Amnesty	2/20/13	3 Family	2 Family	1		Increase in Units
Madison Ave	Expedited	10/3/13	2 Family	2 Family			Third Floor Occupancy
Madison Ave	Expedited	10/17/13	2 Family	2 Family			Third Floor Occupancy
Maple Pl	Internal	10/25/13	2 Family	1 Family	1		Increase in Units
Martin Pl	Expedited	11/6/13	4 Family	3 Family		1	Increase in Units
Midland Ave	Expedited	4/15/13	2 Family	2 Family			Third Floor Occupancy / Illegal Dwelling Complaint
Monroe Pl	Expedited	3/21/13	2 Family	2 Family			Third Floor Occupancy
Nicola Pl	Expedited	4/3/13	2 Family	1 Family	1		Increase in Units
Nicola Pl	Amnesty	7/8/13	10 Family	9 Family	1		Increase in Units
Nicola Pl	Report	1/7/14	3 Family	3 Family			Basement Occupancy
North Main St	Expedited	6/6/13	1 Restaurant 3 Family	Restaurant, Office, Club	3		Conversion to Apartments
North Main St	Amnesty	3/4/13	9 Family 5 Single Rooms	1 Store 3 Family 15 Single Rooms	6		Conversion to Apartment
North Main St	Amnesty	9/17/13	Restaurant 6 Family	Restaurant 4 Family	2		Increase in Units
Oak St	Report	1/7/14	2 Family	2 Family			Basement Occupancy
Oak St	Expedited	7/23/13	8 Family	6 Family	2		Increase in Units
Oak St	Expedited	2/13/13	5 Family	5 Family			Secondary Structure used as Multiple Dwelling
Oak St	Expedited	7/22/13	6 Family	5 Family	1		Increase in Units
Olivia St	Report	1/7/14	3 Family	3 Family			Basement Occupancy
Olivia St	Report	3/19/13	5 Family	3 Family	2		Basement Apartment
Palace Pl	Standard	6/5/13	3 Family	3 Family			1 Bedroom converted into 3 Bedroom Apartment
Palace Pl	Expedited	4/11/13	2 Family	2 Family			2 Bedrooms Added
Parker St	Expedited	3/21/13	8 Family	6 Family	2		Fourth Floor Occupancy / Increase in Units
Perry Ave	Amnesty	9/16/13	1 Family	1 Family			1/2 Story Added / Basement Occupancy
Pine Pl	Expedited	1/31/13	1 Family	1 Family			Basement Occupancy
Poningo St	Report	1/7/14	5 Family	5 Family			Basement Occupancy
Poningo St	Standard	1/8/14	4 Family	2 Family	2		Basement Apartment / Attic Apartment
Poningo St	Amnesty	12/26/13	55 Family	54 Family	1		Apartment Added
Poningo St	Amnesty	1/10/14	55 Family	54 Family	1		Apartment Added
Poningo St	Amnesty	7/1/13	4 Family	1 Family	3		Increase in Units
Poningo St	Amnesty	1/7/14	4 Family	2 Family	2		Increase in Units
Poningo St	Expedited	7/17/13	6 Family	2 Family		4	Increase in Units
Poningo St	Expedited	8/8/13	3 Family	3 Family			Overcrowding NOV
Puritan Dr	Expedited	6/4/13	1 Family	1 Family			Basement Occupancy
Putnam Dr	Internal	8/26/13	2 Family	1 Family	1		Increase in Units
Quintard Dr	Expedited	6/27/13	1 Family	1 Family			Third Floor Occupancy

Street	Search Type	Date	Listed Use	Permitted Use	Search	Fire/Code	Issue
Read St	Amnesty	1/13/13	3 Family	2 Family		1	Increase in Units / Basement Apartment
Riverdale Ave	Expedited	9/18/13	2 Family	1 Family	1		Increase in Units
Robert Ave	Amnesty	3/20/13	1 Family	1 Family			Third Floor Occupancy
Robert Ave	Expedited	1/16/13	1 Family	1 Family			Third Floor Occupancy
Seymour Rd	Expedited	2/12/13	4 Family	4 Family			Third Floor Occupancy / Basement Occupancy
Seymour Rd	Amnesty	11/20/13	3 Family	2 Family	1		Third Floor Occupancy / Basement Occupancy
Seymour Rd	Expedited	12/5/13	6 Family	4 Family	2		Increase in Units
Sherman Ave	Amnesty	1/6/14	3 Family	2 Family		1	Increase in Units
Sherman Ave	Report	3/19/13	4 Family	3 Family	1		Increase in Units
Smith St	Report	1/7/14	xxx	xxx			Third Floor Occupancy / Basement Occupancy
Smith St	Amnesty	6/18/13	4 Family	Inconclusive	1		Basement Apartment
Smith St	Amnesty	11/18/13	5 Family	4 Family		1	Increase in Units
Soundview St	Amnesty	2/28/13	3 Family	2 Family		1	Increase in Units
Soundview St	Report	3/19/13	3 Family	3 Family			Third Floor Occupancy
South Main St	Expedited	2/15/13	Retail & Apartment	Retail	1		Additional Apartment added to property
South Main St	Standard	8/3/13	Restaurant 3 Family	Restaurant		3	3 Apartments added to property
South Main St	Expedited	2/26/13	Auto Body Shop	Inconclusive	1		Construction of Building without Permit
South Main St	Expedited	2/26/13	Storage Warehouse	Vacant	1		Construction of Building without Permit
South Regent St	Amnesty	1/9/13	5 Family	2 Family	3		Third Floor Occupancy / Increase in Units
South Regent St	Amnesty	10/1/13	4 Family	3 Family		1	Increase in Units
South Regent St	Report	1/7/14	3 Family	3 Family			Basement Occupancy
South Regent St	Amnesty	12/16/13	4 Family	1 Family		3	Increase in Units
South Regent St	Inspection	1/8/14	11 Family	8 Family	3		Increase in Units
Spring St	Expedited	10/1/13	7 Family	4 Family	3		Increase in Units
Summit Ave	Report	1/7/14	2 Family	2 Family			Third Floor Occupancy / Basement Occupancy
Summit Ave	Amnesty	9/3/13	3 Family	2 Family	1		Increase in Units / Basement Apartment
Summit Ave	Report	1/7/14	xxx	xxx			Basement Occupancy
Terrace Ave	Expedited	5/6/13	3 Family	2 Family		1	Increase in Units / Basement Occupancy
Touraine Ave	Report	1/7/14	5 Family	5 Family			Basement Occupancy
Touraine Ave	Report	1/7/14	1 Family	1 Family			Basement Occupancy
Touraine Ave	Inspection	1/8/14	5 Family	4 Family	1		Increase in Units
Tower Hill Dr	Expedited	4/18/13	1 Family	1 Family			Basement Occupancy
Upland St	Amnesty	11/15/13	1 Family	1 Family			Basement Occupancy
Washington St	Amnesty	1/3/14	3 Family	2 Family		1	Increase in Units / Basement Occupancy
Washington St	Standard	4/30/13	1 Family	Garage	1		Garage Conversion to Residence
Washington St	Amnesty	5/2/13	3 Family	2 Family	1		Increase in Units
Washington St	Report	1/7/14	xxx	xxx			Basement Occupancy
West St	Report	1/7/13	3 Family	3 Family			Basement Occupancy
Westchester Ave	Report	1/7/14	xxx	xxx			Basement Occupancy
Westchester Ave	Amnesty	3/21/13	2 Stores 9 Family	3 Stores 5 Family		3	Increase in Units / Basement Occupancy
Westchester Ave	Report	1/7/14	xxx	xxx			Basement Occupancy
Westchester Ave	Standard	5/2/13	3 Family	2 Family	1		Third Floor Occupancy
Westchester Ave	Expedited	9/12/13	Office 3 Family	Office 1 Family	2		Increase in Units / Office Conversion
Westchester Ave	Expedited	3/6/13	125 Apartments	120 Apartments	5		Increase in Units
Westchester Ave	Amnesty	4/10/13	30 Family 5 Commercial	29 Family 5 Commercial	1		Increase in Units / Basement Occupancy
Willett Ave	Amnesty	4/30/13	6 Family 1 Retail	4 Family 1 Retail		2	Increase in Units

Street	Search Type	Date	Listed Use	Permitted Use	Search	Fire/Code	Issue
Willett Ave	Amnesty	10/29/13	2 Family	1 Family	1		Increase in Units
Willett Ave	Standard	6/26/13	2 Family 1 Repair Shop	1 Family 1 Repair Shop	1		Increase in Units
Willett Ave	Amnesty	3/19/13	1 Commercial 3 Family	1 Commercial 2 Family	1		Increase in Units
William St	Expedited	5/10/13	7 Family	7 Family			Overcrowding Complaint
William St	Standard	7/2/13	5 Family	4 Family	1		Increase in Units
Distribution by Property Types				Total Illegal Increase in Units found through Searches =		102	
1 and 2 Family	3 + Family	Mixed Use					
10	75	17					

24

Overcrowding & Illegal Occupancy Report 2013 Totals All Departments

Code Enforcement Department

- Fire-Safety Inspections
 - Unlawful Basement Spaces/Apartments 137
 - Unlawful Attic Spaces/Apartment 43
 - Overcrowding 144
 - Single Room Occupancies 167
 - Illegal Dwellings discovered during a fire 17
- Code Enforcement Inspections
 - Unlawful Basement Spaces/Apartments 46
 - Unlawful Attic Spaces/Apartments 19
 - Overcrowding 33
 - Single Room Occupancies 39

Building Department

- Illegal Dwellings discovered , Municipal Search: 102
- Voluntary Compliance (No violations issued): 20

Total Unlawful/ Overcrowded/ Illegal Dwellings
Identified discovered during the 2013 year: 750

25

Overcrowding & Illegal Occupancy Report Totals

All Departments

Total Unlawful/ Overcrowded/ Illegal Dwellings Identified
discovered during the first half of the Fiscal

7/13 thru 12/13: 509

Total Unlawful/ Overcrowded/ Illegal

Dwellings Identified to Date: 801

Breakdown (2013)

(numbers do not include voluntary compliance)

1 & 2 Family Dwellings:	223 represents:	30.5%
Multiple Dwelling 3 or more:	455 represents:	62.3%
Mixed Use Properties:	52 represents:	7.2%

26

Overcrowding & Illegal Occupancy Report 2013 Totals

The 2013 year has been a successful one for Code Enforcement. Public Perception is that Code Enforcement is not doing enough. Perception is that Overcrowding & Illegal Dwellings are only discovered during a fire, the previous slides show far different.

The 2013 calculations in the previous slides illustrate the hard-work that [is] being done to identify, remove, and bring justice to those that continue to violate the Village of Port Chester and the NYS Uniform Building and Fire Code.

The difference today from previous years is that all departments Police, Fire, DPW, and Code Enforcement are working collaboratively as a team and the numbers reflect it.

27



Building Department & Code Enforcement Fiscal (1st half) Report

**Building Department Fiscal Revenue Performance Review
July thru December 2013**

Revenues Collected

Revenues July 2013:	\$62,350.50
Revenues August 2013:	\$48,631.50
Revenues September 2013:	\$54,696.99
Revenues October 2013:	\$256,883.50 (Includes Castle Permit) Revenues
Oct. not incl. Castle:	\$44,302.50
Revenues November 2013:	\$56,379.50
Revenues December 2013:	\$70,326.50
➤ Total Deposits to Date:	<u>\$705,295.10</u>

Monthly Revenue Streams Remain Consistent

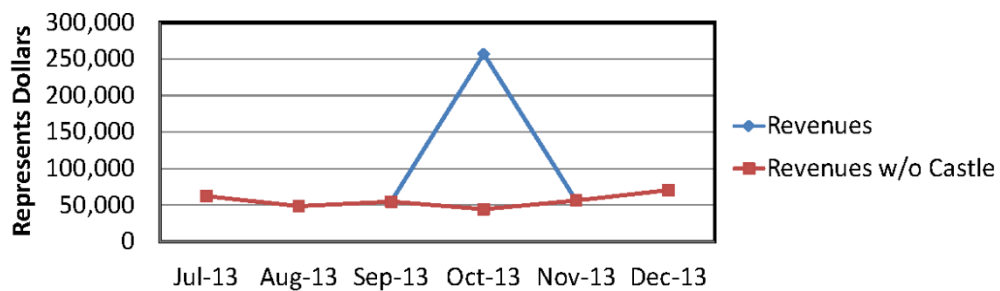
28



Building Department & Code Enforcement Fiscal (1st half) Report

**Building Department Fiscal Revenue Performance Review
July thru December 2013**

Building Department Revenue Comparison with Recent Castle Submission



29




Building Department & Code Enforcement Annual Report

Building Department Annual Revenue Performance Review 2012-2013

Revenues Collected

Total Annual Deposit Comparison

Revenues Received January thru December 2012:	\$455,456.93
Revenues Deposited January thru December 2013:	<u>\$1,025,848.25</u>
Revenues Increased Annually by:	\$570,391.30
Revenues Represent an Annual Increase of:	 125%

Annual Revenue Inflow(s) Continue to increase annually

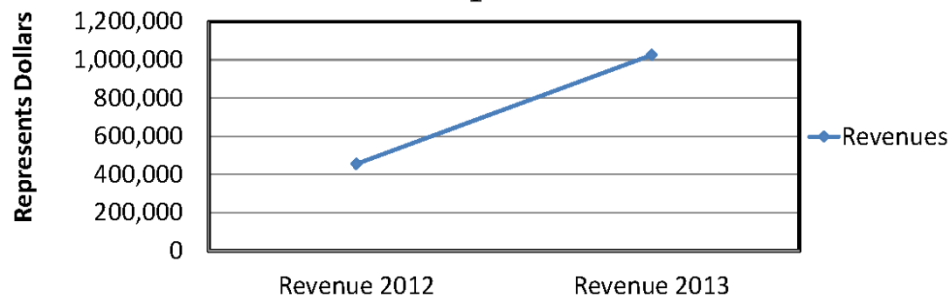
30



Building Department & Code Enforcement Annual Report

Building Department Annual Revenue Performance Review January thru December 2012 v. January thru December 2013

Building Department Annual Revenue Comparison



31




Building Department & Code Enforcement Annual Report

Building Department Revenue Performance Review Fiscal 7-2011 thru 6-2012, 7-2012 thru 6-2013

Revenues Collected

Annual Deposit Comparison

Revenues Received July 2011 thru June 2012:	\$283,004.00
Revenues Received July 2012 thru June 2013:	\$555,639.00
Revenue increase by Fiscal:	\$272,635.00
Revenues Represent an Increase of:	 96%

Revenues Deposited in the 1st Half of 2013-2014 Deposited July 2013 thru December 2013: **\$705,295.10**

The increase in revenue is consistent with the increase in permitting activity primarily derived from the many new project submissions and an increase in economic activity.

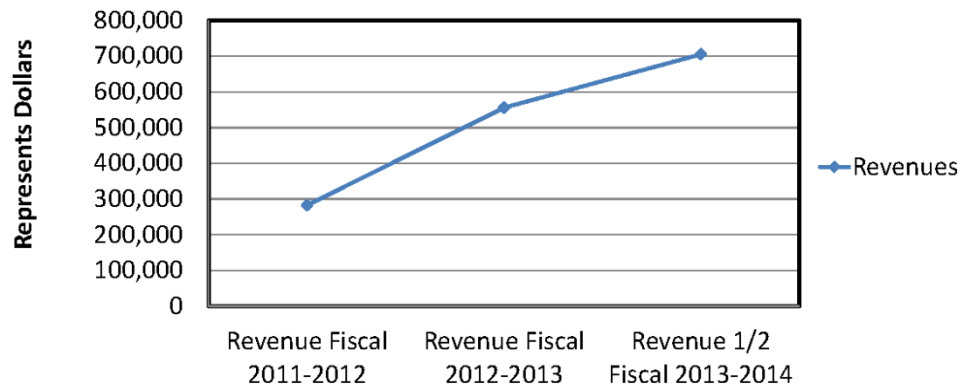
32



Building Department & Code Enforcement Annual Report

Building Department Annual Revenue Performance Review Fiscal 2011-2012 v. 2012-2013 & 1/2 Fiscal 2013-2014

Building Department Fiscal Revenue Comparison



33



Building Department & Code Enforcement Fiscal (1st half) Report

Building Department Fiscal Performance Review 2013

Consultations Conducted

Consultations July 2013:	154
Consultations August 2013:	99
Consultations September 2013:	154
Consultations October 2013:	165
Consultations November 2013:	140
Consultations December 2013:	161

★ Consultations remain consistent month to month. Consultations can include the results of municipal searches, amnesty, new projects and referrals from the Code Enforcement Department. ★

34



Building Department & Code Enforcement Fiscal (1st half) Report

Building Department Fiscal Performance Review August thru December 2013

Permits Issued

Permits July 2013:	119
Permits August 2013:	115
Permits September 2013:	103
Permits October 2013:	175
Permits November 2013:	121
Permits December 2013:	117

Permits remain consistent on a monthly basis.

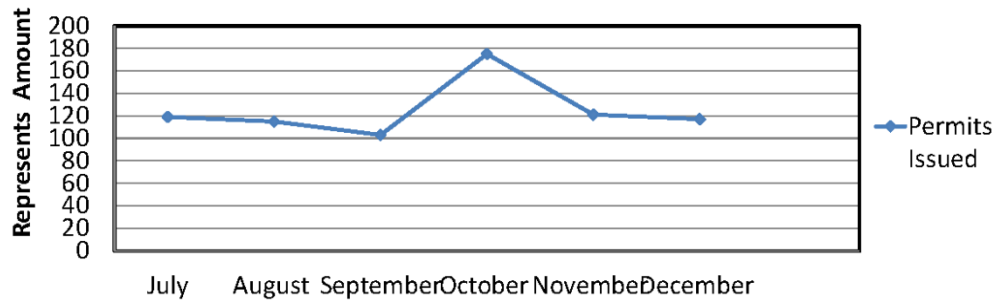
35



Building Department & Code Enforcement Fiscal (1st half) Report

Building Department Fiscal Performance Review July thru December 2013

Building Department Permit Comparison



36



Building Department & Code Enforcement Fiscal (1st half) Report

Building Department Fiscal Performance Review July thru December 2013

Inspections Conducted

Inspections July 2013:	100
Inspections August 2013:	110
Inspections September 2013:	85
Inspections October 2013:	86
Inspections November 2013:	96
Inspections December 2013:	98
Inspections remain consistent, month to month.	

37



Building Department & Code Enforcement Fiscal (1st half) Report

**Building Department Fiscal Performance Review
July thru December 2013**

Certificate of Occupancy (CO's)

CO's Issued July 2013:	35
CO's Issued August 2013:	20
CO's Issued September 2013:	32
CO's Issued October 2013:	16
CO's Issued November 2013:	13
CO's Issued December 2013:	30

Issuance of Certificates of Occupancy remain consistent averaging 25 per month.

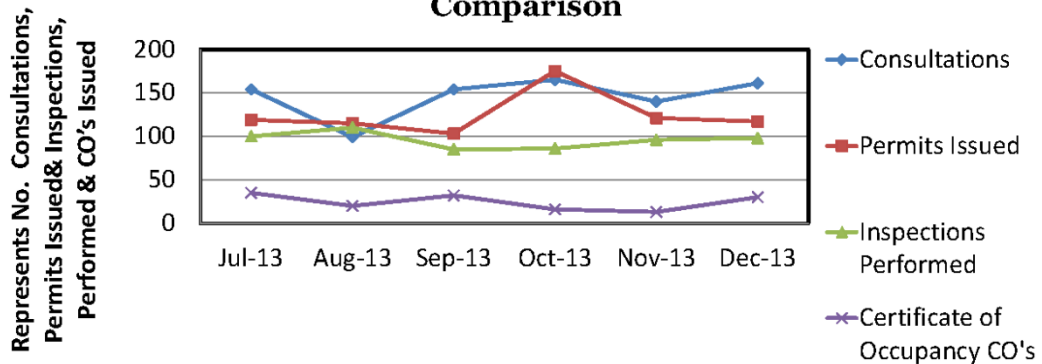
38



Building Department & Code Enforcement Fiscal (1st half) Report

**Building Department Fiscal Performance Review
July thru December 2013**

**Building Department Monthly Performance
Comparison**



39



Building Department & Code Enforcement Fiscal (1st half) Report

Building Department Municipal Search Request Annual Comparison

Search Requests

January 2012 through December 2012

➤ Standard Search Requests:	229
➤ Expedited Search Requests:	272
➤ Amnesty Search Requests:	156
Total 2012 Search Requests:	<u>657</u>

January 2013 through December 2013

➤ Standard Search Requests:	81
➤ Expedited Search Requests:	457
➤ Amnesty Search Requests:	410 represents a 160% increase
Total 2013 Search Requests:	<u>948</u> represents a 45% increase in 1 yr.

Numbers do not reflect internal searches utilized for court.

40



Building Department & Code Enforcement Fiscal (1st half) Report

Building Department Amnesty Progress Report 2013

Amnesty Search Update

Total Amnesty Applications Submitted:	564
Amnesty Reports Completed:	325
Percentage of Amnesty Reports Complete:	<u>57.8%</u>
Amnesty Consultations Completed:	144
Percentage of Amnesty Consultations:	<u>25.5%</u>
Anticipated Completion of Reports, not include. new :	<u>July 31st 2014</u>
Percentage of Consultations Anticipated by 7/31/14:	50%
After July 31st a balance of approximately:	282 Consultations

Not including any additional consultations generated by contractors, home improvements, architects, developers, and other searches; to be completed within 1 year approximately 1.1 consultations will be required per day.

41



Building Department & Code Enforcement Monthly Update Report

Building Department Municipal Search Request Annual Comparison

2013 Municipal Search Request Departmental Improvements

To Handle the Increase in Municipal Search Requests

The Building Department Added (2) Full-Time Administrative Interns one on July 1st 2013 and the second on July 29th dedicated to assist with the increase demand of municipal search requests but primarily dedicated to completing Amnesty Search Requests. Both Administrative Interns are fully trained and working independently however, contracts are for one (1) year and will expire by July 2013.

42

Fire Safety Fiscal (1st half) Performance Update Report 2013

43



Building Department & Code Enforcement Fiscal (1st half) Report

Fire Safety Fiscal Performance Review July thru December 2013

Revenues

Revenues are Based on Fire Safety Applications Returned

Revenues July 2013:	\$10,750.00
Revenues August 2013:	\$9,720.00
Revenues September 2013:	\$12,750.00
Revenues October 2013:	\$11,400.00
Revenues November 2013:	\$9,870.00
Revenues December 2013:	\$11,350.00

★ **Monthly revenues remain consistent** ★

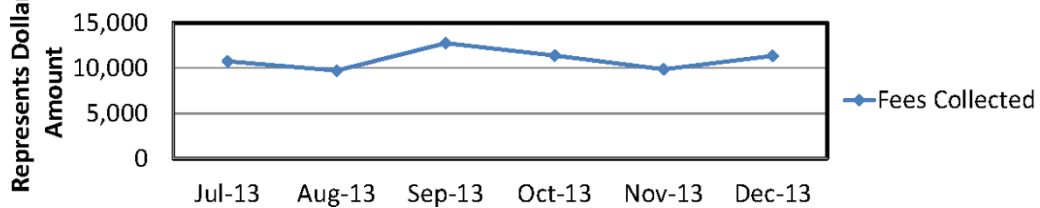
44



Building Department & Code Enforcement Fiscal (1st half) Report

Fire Safety Fiscal Performance Review July 2013 thru December 2013

Fire Safety Department Monthly Fee Comparison



45



Building Department & Code Enforcement Fiscal (1st half) Report

Fire Safety Monthly Performance Review November & December 2013

Additional Fire-Related Inspections Performed

	November	December
Sprinkler Inspections/ Flow Tests:	3	0
Sprinkler Hydro Tests:	5	4
Fire Alarm Inspections/ Tests:	3	2
Other Suppression Type "Ansul" Inspections	0	0
Court Ordered Inspections:	3	2
Stop Work Order Inspections:	3	4
Fire-Safety Building Department Request:	3	4
Fire/ Police Referral Inspections:	8	12
Unsafe/ Unfit Structure Inspection:	1	2
Pro-Active (Potential Overcrowding) Property Clarification & Fire-Related Complaints Inspection:	32	16

47



Building Department & Code Enforcement Fiscal Report

Fire Safety Performance Review July thru December 2013

Notice of Violations Issued

Includes Failed Fire Inspections and Failure to Respond to a Request to Conduct a Fire Inspection

Notice of Violations Issued July:	65
Notice of Violations Issued August:	83
Notice of Violations Issued September:	108
Notice of Violations Issued October:	103
Notice of Violations Issued November:	72
Notice of Violations Issued December:	54

48

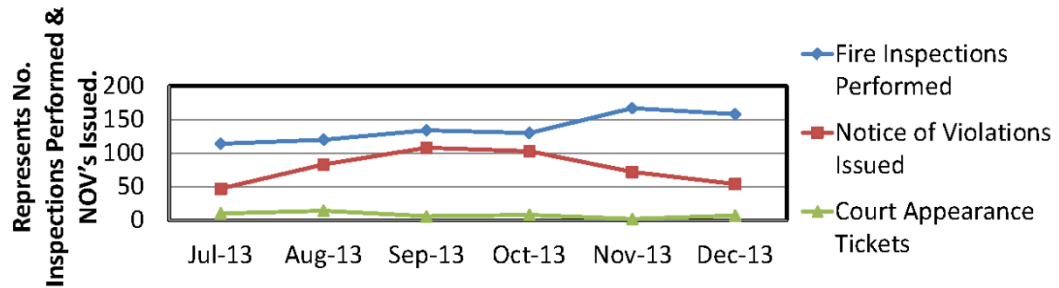


Building Department & Code Enforcement Fiscal Report

Fire Safety Monthly Performance Review

July thru December 2013

Fire Safety Monthly Performance Comparison



49

Fire Safety Fiscal Performance Report

- Data indicates that Fire Inspections and additional Fire-Safety related inspections including, but not limited to: Fire-suppression systems, fire alarms, police/ fire referrals and proactive inspections indicate an increase in compliance and a decrease in the need to issue violations and court appearance tickets; all items that benefit the community. Education and outreach regarding the importance of Fire-Safety has been better received by the community and is anticipated to continue through new efforts.

50

Building Department & Code Enforcement Fiscal (1st half) Report

51



Building Department & Code Enforcement Fiscal (1st half) Report

Code Enforcement Monthly Performance Review
July thru December 2013

Code Enforcement Complaints

Includes property maintenance, trash, signage w/o permits or approvals, lack of permits

Complaints Received July:	111
Complaints Received August:	108
Complaints Received September:	77
Complaints Received October:	113
Complaints Received November:	116
Complaints Received December:	86
<u>Notice of Violations Issued for non-compliance (fiscal 1st half)</u>	<u>310</u>

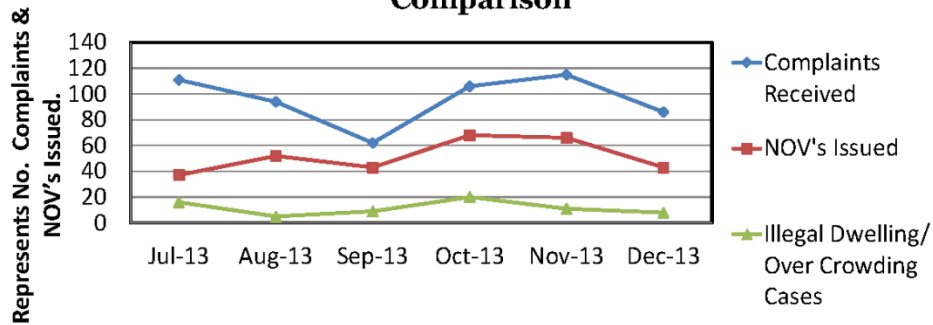
52



Building Department & Code Enforcement Fiscal (1st half) Report

Code Enforcement Monthly Performance Review July thru December 2013

Code Enforcement Monthly Performance Comparison



53

Code Enforcement Fiscal Performance Update Report

- Code enforcement data shows that complaints remain consistent. Reducing overcrowding and illegal dwellings remain Code Enforcement's top priority.

54

Building Department-Code Enforcement & Fire Safety Program Improvements 2013

Building Department

- Public Access Viewing Room is open and available to the public.
- All files are scanned and have been electronically indexed, post scanning continues.
- Muncity training has continued and the use of Muncity is expanding daily.
- All inspectors have been issued hand-held devices with technology that permits an officer to retrieve information about properties immediately, update and input data on the scene and produce stop work orders instantaneously.
- New procedure manuals have been prepared (building dept.) for Staff with detailed instructions how to proceed with new applications, scanning and entering “new” data into laserfiche/ muncity, this will provide for more efficiency.
- All of the staff has received new computers and have been assigned according to their strength and skill-set.
- All Building Department forms have been revised and are available to download on our website.

55

Building Department-Code Enforcement & Fire Safety Program Improvements 2013

Code Enforcement

- Substantially Reduced Overcrowding and Illegal Dwellings, compliance has increased and continues to increase. The public is becoming better educated, more informed, and more cooperative than in previous years. This is attributed to a collective effort by all departments including code, building, police, and fire departments working collaboratively and by spending time to educate the public.
- Website upgrades: All applications are available online; all reports produced by Muncity are easily accessible on the Code Enforcement page of the website.
- Inspector field inspection forms have been revised to increase efficiency
- Applications received to conduct fire inspections and fees collected remain consistent and will be available (2014) to apply from home and pay with a credit card.
- Inspections that were never done by our predecessors are now being conducted on a regular basis including:
 - Ansul suppression tests, sprinkler (hydro, flow), fire pump & fire alarms, and scheduled fire drills.

56

Building Department-Code Enforcement & Fire Safety Program Proposed Improvements 2014

Building Department

- Continue to scan files and implement a requirement that all new applications contain drawings in PDF form that will to be uploaded directly to laserfiche/ municipality.
- Municipality training will continued and the use of Municipality will further expand.
- All inspectors were issued hand-held devices, each shall become more proficient to further increasing efficiency in the field.
- Building Department will start to explore ways to expand the publics ability to apply for a permit on-line, BD has met with and consulted with municipality and plans to start with permits that do not require drawings, i.e. Roof, Siding, Basic Plumbing & Electrical.
- Public outreach

Code Enforcement

- Continues to Focus on the reduction in Overcrowding and Illegal Dwellings
- Continue to reach out, educate, and communicate with the public to further increase public awareness and provide better understanding of code enforcement.

57

REPORT FROM DIRECTOR PLANNING AND DEVELOPMENT

Director of Planning and Development Update the Board the Department of Planning and Development's five main work program areas: Planning and Zoning Operations, Long-Range Planning, Economic Development, Grants, and Technical Assistance and 2013 Consolidated Funding Grant Award, Bulkhead Design & Documentation.

DISCUSSIONS

Blight Study

Village Manager stated that he is in the process of getting free assistance from Mr. Nolan

Port Chester-Rye Brook Public Library Budget

Village Manager reminded the members of the Liaison Committee to attend the Library budget meeting on Thursday, February 6, 2014 at 6:00 p.m.

Parking spaces for Volunteer Firefighters along Poningo St.

Trustee Marino requesting 6 spaces on Poningo Street to be reserved for the Fire Fighter.

Village Attorney stated that the change would require a Local Law change.

The Board referred the request to the Traffic Committee.

Cablevision Franchise renewal.

Village Attorney stated that the contract is almost ready and that the Board should schedule an Executive Session at the February 18, 2014 meeting.

CORRESPONDENCES

From the Park Commission regarding the tee-ball field in Lyon Park.

The Board accepted the correspondence and will take it under advisement.

From the Traffic Commission regarding the crosswalk on South Main Street adjacent to the driveway to Stop & Shop.

The Board accepted the correspondence.

From the Traffic Commission regarding parking on Midland Avenue.

That correspondence was part of our Public Hearing earlier.

From the Kiwanis Club of Port Chester/Rye Brook regarding a Bike Safety Event on Sunday, May 18, 2014.

The Board referred the correspondence to staff.

From the Port Chester-Rye Union Free School District regarding "Resolution to Discourage Housing Projects that Increase Student Enrollment."

The Board accepted the correspondence.

From Port Chester-Rye Union Free School District regarding Sewer Rent Assessment Exemption Request.

The Village Attorney will send a memo

From New York Metropolitan Transportation Authority (Metro-North Railroad) regarding alleging discrimination based on disability.

Acknowledging our letter.

From New York Power Authority regarding rate increase.

Village Treasure stated that rate increase will increase the Village energy cost by approximately \$85,000.00.

From Port Chester –Rye Brook Library regarding parking.

The Board referred the correspondence to Traffic Committee.

PUBLIC COMMENTS AND BOARD COMMENTS

Public

Mr. Abel commented on the meeting with Rye Brook. The proposed merger with the Water Company should be discussed.

Board

Trustee Adams commented regarding the public comments this evening. They were very insightful. Thanked DPW for the work they are doing in keeping the streets clear.

Trustee Terenzi commented regarding our going in the right direction if we had the resources to do what we have to do to clean up the overcrowding and the school systems also. Commented on the lawsuit from Starwood – the assessed valuation on that property is going down. You can use \$9M to do a lot. Mr. Gomez is talking about an overlay district with approximately 600 units of housing. This Starwood project is going nowhere quickly. We should give Starwood the opportunity. This property can produce a tremendous amount of money.

Trustee Ceccarelli commented regarding the Boards and Commissions. Would like to see some kind of a summary from the Commissions like Waterfront, Parks and Recreations and those types of things.

Village Manager Steers said there are staff resources that are dedicated to most of those commissions.

Trustee Ceccarelli commented that he does not want to know the minutes of the various Commissions, but would like to know the highlights of what was discussed. I'm looking at a report of the Chair of each committee so the Board knows what's going on.

Village Attorney Cerreto said it might not be a bad idea to invite the chairman of the various commissions to meet with the Board by a request from the Board.

Trustee Ceccarelli commented that with the summer months approaching the Waterfront Commission needs to meet. The Marina is unmanaged. Now that the Marina has received the award it needs the input of the Waterfront Commission.

At 11:24 p.m., on motion of Trustee Kenner, seconded by Trustee Marino, the meeting was closed.

Roll Call

AYES: Trustees Brakewood, Terenzi, Kenner, Marino, Ceccarelli and Mayor Pagano

NOES: None.

ABSENT: Trustee Adams.

DATE: February 3, 2014

Respectfully submitted,

Janusz R. Richards0.
Village Clerk