

**VILLAGE OF TARRYTOWN
BOARD OF TRUSTEES
WORK SESSION 6:00 P.M.
THURSDAY, JUNE 12, 2014
*Tarrytown Village Hall
One Depot Plaza, Tarrytown, New York***

Board of Trustees Concerns

Open Session

1. Proposed Amendment Village Code Section 305-132A(1) (Planning Board Review)
2. Surveillance Cameras RiverWalk Park
3. Letter Town of Greenburgh – RLUIPA Laws
4. Dedication of Open Space Parcels – Toll Brothers
5. Operating Plan 2014 – Down to Earth Markets
6. Lease – United States Postal Service
7. Viewing Platform
8. Fire Department Membership Changes
9. Recreation Office
10. Day Camp Hirings
11. Capital Budget
12. Tarrytown Urban Renewal Agency
13. Community Development Block Grants
14. Tarrytown Lakes (per Trustee McGovern)
15. Phase 6 Water Main Replacement Project
16. Water Engineering Services, New Water Line on South Broadway
17. Declare Emergency – Installation of Valves and Hydrants at the Route 9 Bridge over Thruway
18. Holiday Decorations, Downtown Commercial District
19. DPW – Temporary Positions
20. Steering Committee – Study of Railroad Station Area

Executive Session

- 1A. General Foreman Selection Process

**VILLAGE OF TARRYTOWN
VILLAGE ADMINISTRATOR'S OFFICE
MEMORANDUM**

TO: Mayor Fixell and the Board of Trustees
FROM: Michael Blau, Village Administrator
RE: Surveillance Cameras, RiverWalk Park
DATE: May 7, 2014

Please be advised that after there was vandalism in RiverWalk Park, I contacted a company that was an exhibitor at the New York State City/County Management Association conference to discuss the installation of security surveillance cameras at the RiverWalk Park. The company I contacted by Integrated Systems and the company is on state contract for the purposes of such purchase and installation. Integrated Systems came to the Village to view the site and only provided a cost of \$4,850 to perform the work included in the scope of work included herewith. That review will establish an actual cost of the project. I noted that I would need an estimate of the cost to present to the Board and that estimate (not a proposal) ranges from a high of \$207,000 to a low of \$175,000, depending upon the number of collector sites (camera sites) and is included herewith. The initial map of collection points is also included herewith and totals 13. I thereafter requested that Chief Brown contact some other companies that perform the same function for comparative costs. The estimates were as follows:

- Convergent (10 cameras) - \$222,735
- A+ Technology and Security (12 cameras) - \$173,566.83

I would like to discuss with the Board whether you are interested in pursuing a surveillance system in RiverWalk Park.



Wireless Engineering Services

Scope of Work

Point to Multi-point RF Solution Engineering / Consulting for Tarrytown Police Video Surveillance Network...

Contract time will be used for Point to Multipoint RF Solution Modeling for a solution to incorporate multiple building data and voice connections and / or mobile data and voice connections. The time to produce the following engineering work that will culminate with a proposed model, documented with the following analysis and support information...

Service will include 1 trip for two engineers to customer site with 2 days on site that includes:

- Interview appropriate personnel to better understand project requirements
- Definition of the scope of the application(s)
- Definition of Bandwidth and Throughput Requirements
- Collected data to support the RF modeling
- Spectrum Analysis where needed
- Inventory of possible project assets
- **Reporting and deliverables will include:**
- Propagation and or Microwave path analysis where needed
 - o Topographic Support Overlays
- Engineered Model with proposed equipment, documented in reproducible format
- Definition of redundancy and support needs
- Documented Budgetary Costs

Cost \$4850.00 with one half reimbursable if the project is awarded to Integrated Systems / Includes all travel expenses

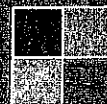
2014

Village of Tarrytown:

Riverwalk Park Video Surveillance



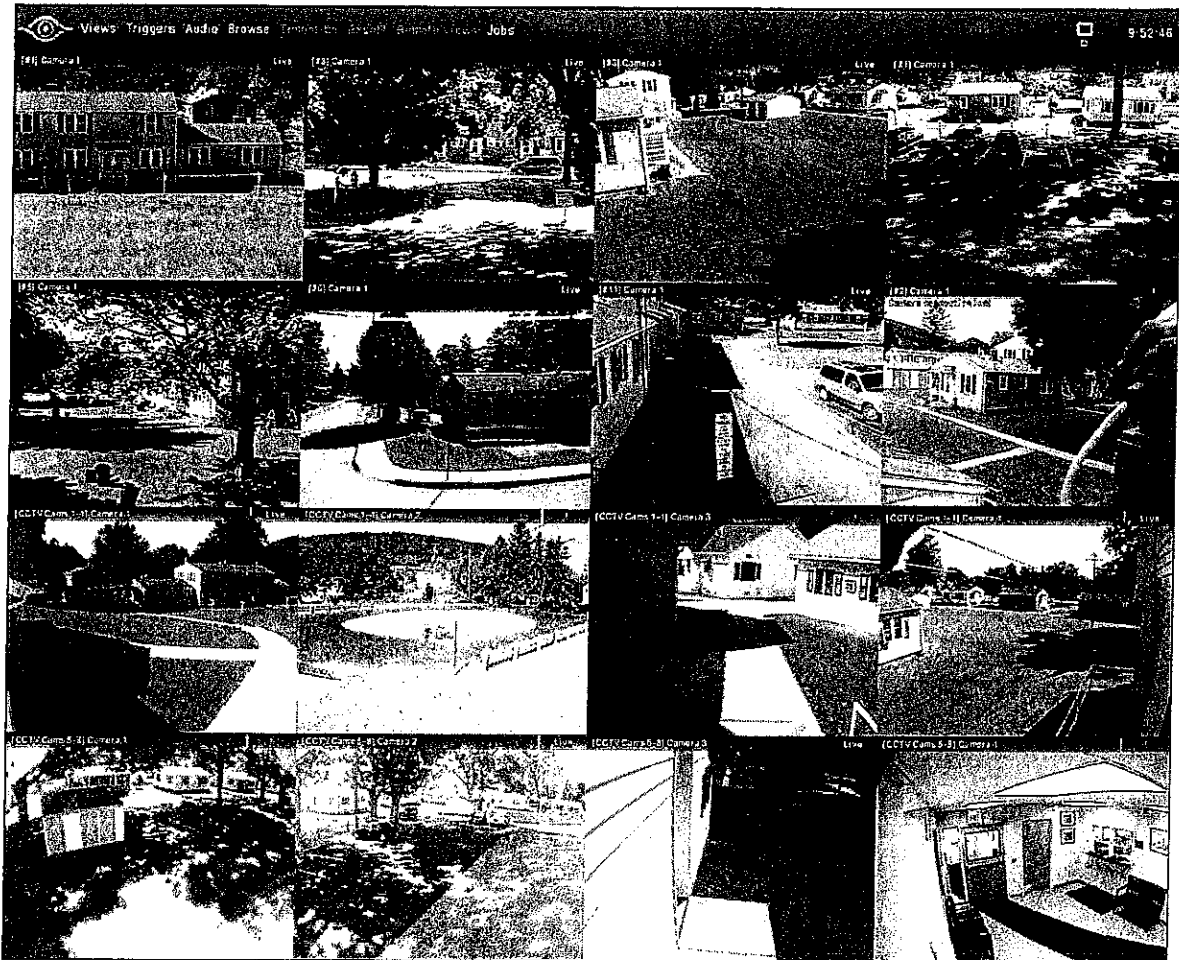
Integrated Systems:
Security Solutions Innovator





Project Definition and Budget for the Village of Tarrytown:

In the following document, Integrated Systems has developed a proposal to design a wireless network to support the Integration of video surveillance at the Riverwalk Park. Through conversations with The Village of Tarrytown and The Village of Tarrytown Police Department, Integrated Systems has proposed to take the first step in the process of implementation and design an engineered video surveillance solution for The Riverwalk Park. The purpose of the design is to give the client a defined list of materials, budgetary costs, and project objectives. All costs in this document pertaining to the implementation of the project are for budgetary and information purposes only. Project costs are based on previous similar projects. On the next page is an outline of the design and the definitive cost for the design of the video surveillance solution.





Wireless Engineering Services

Scope of Work

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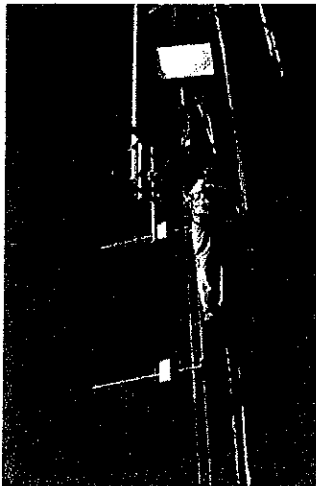
- Interview appropriate personnel to better understand project requirements
- Definition of the scope of the application(s)
- Definition of Bandwidth and Throughput Requirements
- Collected data to support the RF modeling
- Spectrum Analysis where needed
- Inventory of possible project assets
- **Reporting and deliverables will include:**
- Propagation and or Microwave path analysis where needed
 - o Topographic Support Overlays
- Engineered Model with proposed equipment, documented in reproducible format
- Definition of redundancy and support needs
- Documented Budgetary Costs
- Cost \$4,850.00 with one half reimbursable if the project is awarded to Integrated Systems / Includes all travel expenses



Implementation of Video Surveillance Project:

Once our engineering team completes the design of the video surveillance network solution, the Village of Tarrytown will have documentation on bandwidth requirements, radio configuration, recording requirements, viewing angles, camera recommendations, cost of the project, and project timeline. Integrated Systems' solutions are designed to be scalable for clients to ensure that the wireless network can be an asset for future projects for the village.

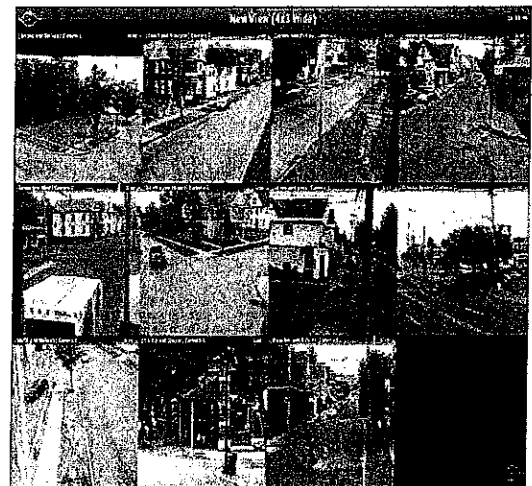
After the completion of the design phase, Integrated Systems has the ability to give a client a definitive cost for their project. However Integrated Systems has supplied an average cost of recent wireless video solution projects for your reference and budgetary purposes. We divide our project costs into three sections: **Wireless Infrastructure**, **Collector Sites**, and **Recording and Viewing Infrastructure**.



(Wireless Infrastructure)



(Collector Site)



(Viewing Infrastructure)

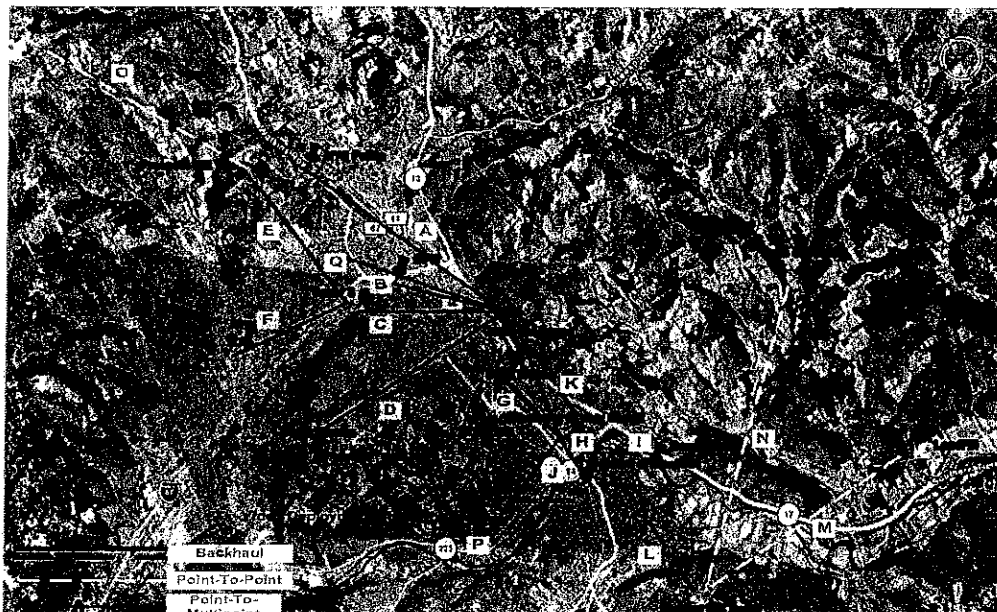


Wireless Infrastructure: \$60,000 (Budget Purposes Only)

- Point to Point 100 Meg Radios (Main Backhaul)
- Infrastructure Allowance
- Mounting and Grounding Costs
- Licenses
- Labor/Configuration/Integration

Wireless Infrastructure Considerations:

- Understand technology needs and how it relates to your current infrastructure
- Choose the wireless technology that will support your bandwidth, stability, scalability, management, SLA and frequency requirements.
- Consider Mounting & Installation Requirements - Scalable
- Consider Maintenance and backup requirements – entire transmitting infrastructure



(Wireless Network Example)



Collector Sites: \$8,000 Per Collector Site (Budget Purposes Only)

- 10-14 Estimated Camera Locations (to be confirmed)
- **Cameras Options:**
 - -Pan-Tilt-Zoom
 - -Lowlight Cameras (Identify individuals at night)
 - -Fixed Dome Cameras
 - -360 Degree Cameras

Collector Sites Include:

- Camera
- Radio
- Camera License/Software
- Labor/Integration/Configuration
- Cabling Allowance
- Mounting Materials
- Configuration



(Street Corner Collector Site)



(Light Pole Collector Site)



Recording and Viewing Infrastructure: \$35,000 (Budget Purposes Only)

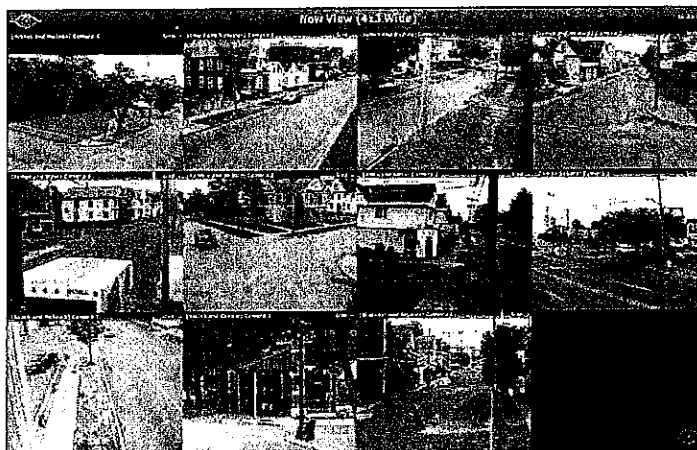
- Recording Server
- Recording software/licenses
- Viewing Stations
- Monitoring Services (Network Health/Connectivity)
- Labor/Integration/Configuration
- Cabling Allowance

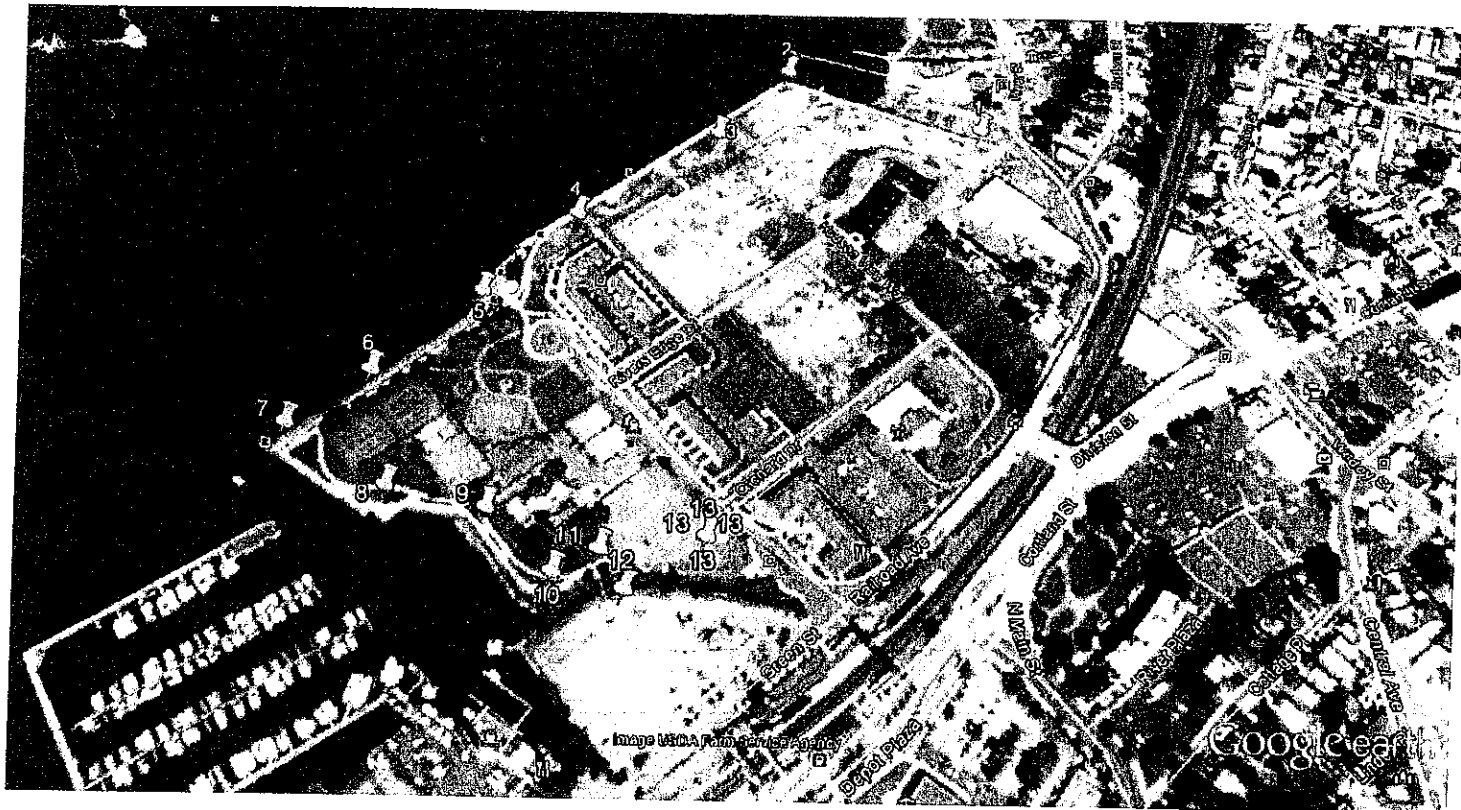


(Recording Software for Law Enforcement)

Recording Considerations:

- Centralized or Perimeter Archiving?
- Number of Cameras, at what frame rate / resolution X Days of retention
- # of Viewing Streams
- Permanent / Semi-Permanent
- Archive Creation



feet
meters

400





TOWN of GREENBURGH

OFFICE OF THE SUPERVISOR

177 Hillside Avenue Greenburgh, New York 10607
(914) 993-1540 *Office* (914) 993-1541 *Fax* (914) 478-1219 *Home*
Web Site - www.greenburghny.com
E-Mail - pfeiner@greenburghny.com

RECEIVED

MAY 22 2014

TARRYTOWN VILLAGE
ADMINISTRATOR

PAUL J. FEINER

Supervisor

May 20, 2014

To: Mayors/Supervisors (Rockland/Westchester)
NYS Association of Counties Executive Director
NYS Association of Towns Executive Director
NYS Conference of Mayors Executive Director
National Association of Counties Executive Director

Enclosed, please find a copy of a letter I sent to members of Congress suggesting that the RLUIPA laws be reformed.

I would be most appreciative if your office would review the recommendations and if your association would consider endorsing the recommendations, or recommending other possible reforms.

Sincerely,

Paul J. Feiner
Town Supervisor

PJF:ca
Encl



TOWN of GREENBURGH

OFFICE OF THE SUPERVISOR

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PAUL J. FEINER

Supervisor

May 20, 2014

Congresswoman Nita Lowey
222 Mamaroneck Ave., Suite 310
White Plains, NY 10605

Dear Congresswoman Lowey,

An article in the Journal News this past weekend about RLUIPA highlights the need to reform the RLUIPA laws. Two suggestions:

First, I believe that the U.S. Congress should amend RLUIPA to provide local governments with an avenue to independently review traffic safety concerns. If a local government objects to the location of a religious institution for traffic safety reasons they should be able to file an objection with an independent federal agency that specializes in traffic safety. The federal official would review the location to determine if the safety concerns are legitimate. If the municipality has a legitimate safety concern the local government would be authorized to deny the application. If this suggestion is approved it would provide officials with the opportunity to highlight concerns about the location of a church/synagogue/mosque and avoid expensive court actions. If the federal official finds that the location is safe the application would be approved. The federal traffic safety officer who reviews the RLUIPA application could recommend that the religious institution make modifications to their application to address safety concerns—such as downsizing their proposal. The federal safety official could also work with the local government to find other possible locations within the municipality for the siting of the church/synagogue/mosque.

The second reform that I am proposing would provide localities with the opportunity to be reimbursed for any court ordered damages if the religious institution does not build their Church/Synagogue/Mosque within a reasonable period of time after they won a legal action against a locality. I believe that some religious institutions around the nation may be applying for building permits knowing they won't receive them. They then take the locality to federal court seeking compensation. Once they receive their monetary damage award they never build. They are taking and misusing federal laws.

I recommend that the U.S. Congress investigate the RLUIPA laws and consider improving the law. Religious institutions should have the right to build in localities. But, if a local government has legitimate safety concerns local officials should have the opportunity to reject the application for public safety purposes.

Sincerely,

Paul J. Feiner, Town Supervisor

To be on the Town of Greenburgh's Automatic e-mail alert list, e-mail me at pfeiner@greenburghny.com
Money Magazine: Greenburgh - A Best Place to Live in America Winner (2008)

Communities pay a high price when religious groups invoke land-use law

Greg Shillinglaw and Akiko Matsuda 11:36 p.m. EDT May 17, 2014

In the struggle between religious freedom and the right to protect your neighborhood, taxpayers in the Lower Hudson Valley have lost more than they have won battling religious-based developments.

And the cost of resisting faith-based building can be steep. In the case of Greenburgh, which fought for about a decade with Fortress Bible Church over its plan to build a 500-seat chapel and school for 150 students, the town is paying a \$6.5 million settlement after the courts found it had violated the church's constitutional rights and a federal law known as RLUIPA.

Several municipalities in Westchester and Rockland counties have failed to fend off challenges invoking the Religious Land Use and Institutionalized Persons Act — which is intended to guard against discrimination in zoning laws — and other protections. Those cases have racked up millions in legal fees and to settle claims brought by religious organizations trying to build in the region.

Related: Church's flock thinned by lengthy battle for new home

Related: After Airmont loses RLUIPA battle, controversial proposal resurfaces

"For most elected representatives in this day and age of tight budgets, they're afraid of having to finance these cases all the way to the Supreme Court," said Marci Hamilton, the chair in public law at Yeshiva University's Benjamin N. Cardozo School of Law who specializes in religious freedom issues. "So this clearly unconstitutional law keeps rolling around the courts and wreaking havoc in residential neighborhoods."

The costs for municipalities to fight land-use lawsuits related to religious development have increased significantly since Congress enacted RLUIPA in 2000, legal experts say. Part of the reason is plaintiffs can collect attorney's fees and, in some cases, receive damages for delayed cost of construction.

Greenburgh is now among a cadre of communities nationally that have fought RLUIPA and lost. In the town's case, the courts found officials had acted in bad faith and illegitimately used the environmental review process as a way to block the church's proposal. Supervisor Paul Feiner notably took issue with the church's tax-exempt status and asked Fortress Bible to donate a firetruck as its application was being considered.

Now taxpayers in Greenburgh's unincorporated section are expected to foot the settlement, at least \$1 million of which the town says is covered by insurance. Those taxpayers will likely be on the hook for yearly payments that equate to roughly one percent of the unincorporated section's annual tax levy over 10 years starting in 2015, as the town pays back what was borrowed to cover the settlement.

That expense could endanger the town's ability to stay within the state-mandated tax cap without cutting services or spending, though Feiner says the town remains committed to not busting it.

Nicholas Ward-Willis, the lead attorney for Fortress Bible, a nondenominational congregation that recently moved to Tarrytown, said the Greenburgh case demonstrates what happens when a municipality "goes bad" and ignores the facts and law. The settlement is believed to be the largest ever paid by a municipality in an RLUIPA case, according to his law firm, Keane & Beane.

"(Greenburgh) did everything wrong here," Ward-Willis said. "You had witnesses who weren't credible and a supervisor who was directing the town attorney to find ways to deny the application. It's a big lesson and I think most municipalities will learn from the lesson. It's also an expensive one."

Feiner has maintained that Fortress Bible's plan to build a chapel on the proposed location is dangerous because cars approaching the site would come over a hill and wouldn't have time to stop before the church's entrance. He has also called on Congress to amend RLUIPA to provide local governments with an avenue to independently review traffic safety concerns.

"I feel that we were fighting very hard to protect the safety of residents," Feiner said. "The fact that nothing has happened on that property for years, maybe some lives have been saved. Maybe there would have been accidents. Maybe there would have been tragedies."

Residents living near the wooded parcel where the church would be built off the Sprain Brook Parkway have also objected to the project as being out of scale for the neighborhood.

"I'm opposed because there's going to be a lot more traffic," said Ellen Isenberg, who lives with her boyfriend in a house down the street from the property. "It's a residential neighborhood and so quiet and peaceful. If they start blasting away, that will also bring out all the wildlife."

Mamaroneck's costly case

Greenburgh has company when it comes to being on the losing end of an RLUIPA case. The Village of Mamaroneck agreed in 2008 to pay \$4.75 million to a Jewish day school, and doled out a combined \$989,264 to three outside law firms that represented the village in the case.

Mamaroneck officials say they were not aware of any cuts or reductions in services as a result of the settlement, the largest in village history. The cost to repay bonds taken out to cover the settlement were worked into the village's finances, which have included about \$1.14 million in principal and interest payments since 2009. A former village mayor blamed the settlement as part of the reason behind a 4.3 percent tax hike in 2008-09.

"Whenever you have anything like this where people put you in a situation where you have to use money to get out of it, you're taking money away from other priorities," said Kathy Savolt, who was part of the village board that signed the settlement. "You just had to clear the decks and move on."

The Westchester Day School did not respond to requests for comment.

When it comes to RLUIPA, municipalities have resources to fight these cases, including insurance, though intentional wrongdoing is not covered, legal experts say. There are also communities that have successfully repelled claims in cases that often require years to resolve.

Chicago prevailed after an association of 40 churches got together and argued that the city's zoning laws violated the U.S. Constitution and RLUIPA. So did New Milford, Connecticut, which objected when a couple began hosting prayer group meetings in their home on Sunday afternoons.

The courts aren't in agreement when it comes to whether damages should be awarded under RLUIPA. But the violation of a religious organization's constitutional rights opens up a municipality to the risk of paying millions.

Pomona v. rabbinical college

The Village of Pomona is trying to join the list of communities that have come out on the winning end. It has been in federal court with the Congregation Rabbinical College of Tartikov since the religious organization sued in 2007, arguing the village's land-use regulations and conduct prohibited the construction and operation of a rabbinical college on a 130-acre site.

With a population of about 3,000, Pomona had spent at least \$1.5 million in legal fees as of March to fend off Tartikov's challenge. Those bills have required Pomona to bolster its finances with a property-tax hike of 70 percent implemented in 2008-09. Another double-digit tax increase is expected for 2014-15 to help keep up with payments.

Hamilton, who also represents Pomona, said the village is fighting an attempt to impose multifamily housing under the umbrella of RLUIPA in a zone where only single-family homes are permitted.

"I hope members of Congress are paying attention to what they have brought on a very tiny village," Hamilton said. "It's only RLUIPA that makes this possible."

The expanding Orthodox Jewish population has brought the specter of RLUIPA to many proposed developments in the Ramapo area. The conflict between accommodating those needs and upholding local zoning codes has played out in courts and neighborhoods across the town and its villages.

Some taxpayers, including Richard Sumner, 75, said they stand behind the village because if they don't, the character of the single-family-home community could be gone for good.

"This has been relatively a rural area. It would be nice if it could stay that way," said Sumner, who moved to the village about 20 years ago. "Our taxes are going up by \$400 to \$500 to just make the payment for the lawyers. We don't mind paying that."

Paul Savad, an attorney representing Tartikov, said the congregation has also spent "seven figures" to continue its fight over something "that should be worked out."

"This religious use in 100 acres should be allowed. That's my opinion," Savad said. "I believe the only reason it's not is because who the applicant is."

Savad, who also successfully represented another religious organization in an RLUIPA case filed against the Village of Suffern, compared nationwide court battles over the law with the ones in the 1960s over the Civil Rights Act.

"There was a government fighting, people suing — a huge amount of expense was spent until eventually the courts, over a period of years, straightened this all out and clarified exactly the intent of the Congress passing the civil rights law. This is also happening and will happen in RLUIPA," Savad said.

He added: "I think eventually, there will be a well-settled body of law that will make this type of expense lessened. ... We're literally the pioneers. The villages, municipalities are pioneers unwittingly."

Twitter: @gshilly

The law

Bill Clinton signed the Religious Land Use and Institutionalized Persons Act into law. It was passed unanimously by Congress in 2000.

- The land-use provisions of Religious Land Use and Institutionalized Persons Act protect individuals, houses of worship and other religious institutions from discrimination in zoning laws.
- The institutionalized persons provisions require that state and local institutions not place arbitrary or unnecessary restrictions on religious practice.

By the numbers

\$6.5 million: cost of Greenburgh's 2013 settlement

\$4.75 million: cost of Mamaroneck's 2008 settlement

\$450,000 in legal fees and \$10,000 civil penalty: Cost of Airmont's case

\$1.5 million: Pomona's legal fees in ongoing case

\$200,000: Suffern's legal fees from 2010 settlement

THIS OFFER OF DEDICATION made the ____ day of May, 2014 between TOLL LAND V LIMITED PARTNERSHIP, a New York limited partnership, having a business address at 250 Gibraltar Road, Horsham, Pennsylvania 19044, as party of the first part, and the VILLAGE OF TARRYTOWN, a municipal corporation having its principal offices and place of business in the Village Hall, One Depot Plaza, Tarrytown, New York 10591.

WITNESSETH, that the party of the first part, in consideration of One (\$1.00) Dollar and other good and valuable consideration paid by the party of the second part, does offer to dedicate unto the party of the second part, for purposes of maintaining open space, in fee simple, subject to an easement in favor of the party of the first part, its successors and assigns, for the purpose of maintaining drainage facilities, the following four (4) parcels:

OPEN SPACE PARCEL A: All that certain lot, plot and parcel of land contained, situate, lying and being in the Village of Tarrytown, Town of Greenburgh, County of Westchester and State of New York, identified as Open Space Parcel A on Sheet 4 of 4, Subdivision Map prepared for Toll Land V Limited Partnership in the Village of Tarrytown, Town of Greenburgh, Westchester County, N.Y., filed in the Office of the Clerk of the County of Westchester, Division of Land Records as Map No. 28452, annexed hereto as Schedule A and made a part hereof.

OPEN SPACE PARCEL B: All that certain lot, plot and parcel of land contained, situate, lying and being in the Village of Tarrytown, Town of Greenburgh, County of Westchester and State of New York, identified as Open Space Parcel A on Sheet 3 of 4, Subdivision Map prepared for Toll Land V Limited Partnership in the Village of Tarrytown, Town of Greenburgh, Westchester County, N.Y., filed in the Office of the Clerk of the County of Westchester, Division of Land Records as Map No. 28452, annexed hereto as Schedule A and made a part hereof.

OPEN SPACE PARCEL C: All that certain lot, plot and parcel of land contained, situate, lying and being in the Village of Tarrytown, Town of Greenburgh, County of Westchester and State of New York, identified as Open Space Parcel A on Sheet 3 of 4, Subdivision Map prepared for Toll Land V Limited Partnership in the Village of Tarrytown, Town of Greenburgh, Westchester County, N.Y., filed in the Office of the Clerk of the County of Westchester, Division of Land Records as Map No. 28452, annexed hereto as Schedule A and made a part hereof.

OPEN SPACE PARCEL D: All that certain lot, plot and parcel of land contained, situate, lying and being in the Village of Tarrytown, Town of Greenburgh, County of Westchester and State of New York, identified as Open Space Parcel A on Sheet 2 of 4, Subdivision Map prepared for Toll Land V Limited Partnership in the Village of Tarrytown, Town of Greenburgh, Westchester County, N.Y., filed in the Office of the Clerk of the County of Westchester, Division of Land Records as Map No. 28452, annexed hereto as Schedule A and made a part hereof.

WITNESSETH, that the party of the first part, in consideration of One (\$1.00) Dollar and other good and valuable consideration paid by the party of the second part, does offer to dedicate unto the party of the second part, for highway purposes, in fee simple, that portion of Wilson Park Drive contained, situate, lying and being in the Village of Tarrytown, Town of Greenburgh, County of Westchester and State of New York, identified as Wilson Park Drive on Sheet 3 of 4 and Sheet 4 of 4, Subdivision Map prepared for Toll Land V Limited Partnership in the Village of Tarrytown, Town of Greenburgh, Westchester County, N.Y., filed in the Office of the Clerk of the County of Westchester, Division of Land Records as Map No. 28452, annexed hereto as Schedule A and made a part hereof, but not including that portion of Wilson Park Drive shown on Sheet 1 of 4 of said Subdivision Map, annexed hereto as Schedule A.

The within offer of dedication shall be irrevocable and shall run with the land and may be accepted by the Village of Tarrytown recording same in the Office of the Clerk of the County of Westchester, Division of Land Records, or recording a certified resolution accepting the within offer, or upon the delivery to and acceptance by the said Village of a good and sufficient deed conveying the four (4) parcels and that portion of Wilson Park Drive described above, by the party of the first part to the party of the second part, subject to an easement over the four (4) parcels in favor of the party of the first part, its successors and assigns, for the purpose of maintaining drainage facilities.

The property affected by this instrument is presently known on the Tax Map of the Town of Greenburgh as follows:

Open Space Parcel A	1.10-1-30.16.A
Open Space Parcel B	1.10-1-30.17.B
Open Space Parcel C	1.10-1-30.18.C
Open Space Parcel D	1.50-20-60.20.D
Wilson Park Drive	1.10-1-30.15

In Witness Whereof, the party of the first part has duly executed this Offer of Dedication the day and year first above set forth.

TOLL LAND V LIMITED PARTNERSHIP

By: TOLL PEPPERTREE, INC.
General Partner

By: TOLL BROTHERS, INC.
Shareholder

DANIEL ZALINSKY, Division President

STATE OF NEW YORK)
)SS.:
COUNTY OF DUTCHESS)

On the ____ day of May, in the year 2014 before me, the undersigned, personally appeared DANIEL ZALINSKY, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Signature and Office of individual taking acknowledgement

**Operating Plan for the
Down to Earth Markets Farmers Market in the Village of Tarrytown, 2014**

The Village of Tarrytown, (the Village") agrees to allow Zeltsman Associates, Inc, dba DOWN TO EARTH MARKETS ("Down to Earth Markets") to operate a seasonal outdoor farmers' market ("the Market") on the location identified below according to the operating plan set forth in this document.

Farmers' Markets serve an important purpose by providing a community with access to farm products that are locally grown and truly fresh while creating a place for friends and neighbors to meet. Additionally, farmers' markets stimulate shopping at nearby stores by providing an attraction to people from outside the immediate community. The goals of this farmers' market are:

- To give local residents a place where they can purchase the freshest farm products from local NY State farms and to have the opportunity to interact with the people who grow, raise, or process the food.
- To create a relaxed setting where people can greet and meet their neighbors in a traditional open-air setting.
- A place where shoppers can use their WIC (woman and infant children) farmers market nutrition coupons.

Successful farmers' markets are a partnership between the market developer and the community. Each organization has its role and responsibilities and these are outlined below:

General Conditions

Operating schedule

Season: May 24, 2014- November 22, 2014
Days & hours: Saturdays, 6:30 am - 3:30 pm inclusive of set-up and break down time.
Market runs from 8:30 am-1pm

Market location: Patriots Park, Route 9, Tarrytown, NY

Traffic control: The route 9 entrance to Patriot's park will be blocked off to vehicles during market hours.

Down to Earth Markets Responsibilities

Vendor selections & recruiting: Down to Earth Markets will determine the vendor mix and target number of vendors to be recruited for the Market. Fifteen to seventeen vendors will be recruited for this market. While a reasonable effort will be made to incorporate the wishes of the community, Down to Earth Markets reserves the right to determine the vendor mix according to its best judgment and to decide how many and which vendors to invite into the Market. And while

Down to Earth Markets will strive to recruit a full complement of vendors, it does not guarantee its ability to do so.

Market management & administration:	Down to Earth Markets will operate the Market according to the General Policies and Rules it has established to guide the Market's operations. Down to Earth Markets will hire a manager to be their agent at the Market site during operating hours to make sure the General Policies and Rules are followed and the market site is kept clean and orderly.
Vending fees:	Down to Earth Markets will, at its sole discretion, establish vending fees that it charges the market vendors. These fees will be retained by Down to Earth Markets as compensation for running the Market.
Insurance:	<p>Down to Earth Markets will maintain a general business liability insurance policy naming the Village of Tarrytown as an additional insured. The policy limits will be \$1,000,000 per incident, \$2,000,000 aggregate and will be in effect for the market season.</p> <p>Down to Earth Markets will assure that all vendors selling in the Market maintain general and product liability insurance policies naming Down to Earth Markets and The Village of Tarrytown as additional insured. These policies will be \$1,000,000 per incident, \$2,000,000 aggregate and will be in effect for the market season.</p>
Rules governing processing and sale of food and agricultural products:	Market vendors will be responsible for securing any licenses or permits required by county, state or federal laws and complying with all health and safety regulations governing their products.
Promotion & advertising:	<p>Develop and implement a promotional plan. Prior to the market season, Down to Earth Markets will prepare a promotion plan that incorporates the variety of media, signage and approaches that they consider best for this market. This plan will be implemented during the market season.</p> <p>Down to Earth Markets will be responsible for designing all printed materials, advertisements, banners and signs promoting the Market. All materials will bear the logo, tag lines and color schemes in accordance with the Down to Earth Markets identity.</p>
Activities & Events	Down to Earth Markets may, from time to time, hold events for market shoppers. A community based committee may form and collaborate with Down to Earth Markets for the purpose of attracting shoppers and enhancing their experience at the market. In such case, the Committee will provide Down to Earth Markets with a schedule of activities and events for Down to Earth's review

and approval at least one month prior to each event. Down to Earth will include notice of such events in their regular public communications as appropriate.

Clean-up: At the end of each market day vendors will leave their areas broom clean and remove their own rubbish. The site manager will make sure the entire site is left as found.

Village of Tarrytown Responsibilities

Site conditions & maintenance: The Village will retain all responsibility for maintaining generally safe conditions of the market site such as patching broken pavement that could cause shoppers to fall

The Village will provide one trash receptacle for use by the shoppers and empty it after the market closes.

Down to Earth Markets will be permitted to store the managers tent and table in the Maintenance shed in the park.

Traffic control: The Village will provide sufficient temporary barricades to delineate the Market site from traffic passing around the Market site.

Signage: The Village will update the market sign on Route 9, near the market, with updated information regarding market dates and time.
The Village will erect two vertical banners, furnished by Down to Earth Markets, on poles near the Market Site at no cost to Down to Earth Markets.

Promotion: The Village will include information about the Market in various publications, websites, event listings that it maintains as an information service for its residents and constituents.
The Village will permit Down to Earth Markets to hang posters on community bulletin boards and distribute brochures as appropriate in Village owned buildings.