

**VILLAGE OF TARRYTOWN  
BOARD OF TRUSTEES  
WORK SESSION 6:00 P.M.  
WEDNESDAY, JUNE 15, 2016  
Tarrytown Village Hall  
One Depot Plaza, Tarrytown, New York**

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Board of Trustees Concerns

Open Session

1. Agreement – Operation and Management of Fitness Center and Exercise Room
2. Re-Landscaping RiverWalk Park
3. Agreement – New York State Thruway Authority – Patriots Park Improvements
4. Proposal – Tarrytown Parks Strategic Plan Consulting
5. Professional Services Agreement
6. Addendum – Agreement with Complus
7. Insurance Claim – Generator at Village Hall
8. Fire Department Membership Changes
9. Parking Study
10. Stop DWI Contract
11. Pay-By-Phone
12. Rescinding of Handicapped Parking Space – Riverview Avenue
13. Eastview Pump Station
14. Tarrytown Economic Development Strategy

Executive Session

- 1A. DPW Personnel – 6 p.m.
- 2A. Staffing – Parks and Recreation Department
- 3A. Tentative Agreement – CSEA
- 4A. Police Department Office Staff
- 5A. Transportation Council Appointee

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

TO: Mayor Fixell and the Board of Trustees  
FROM: Michael Blau, Village Administrator  
RE: Re-Landscaping of RiverWalk Park  
DATE: June 6, 2016

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Per the direction of the Board of Trustees concerning the budget for the re-landscaping of the RiverWalk Park, I sent the following to John Imbiano of IQ Landscape Architects.

The Board would like to see analyzed what could be done with a reduction in the budget of \$200,000, thinking that much of the reduction will come from the hardscape. Is any of the hardscape to upgrade what is there (stone dust paths with steel edging) or is that new paths? Also, I will be away from tomorrow afternoon through the 26<sup>th</sup>. We obviously want to move this forward as quickly as possible, so please respond to Kathy in my office with the response if you cannot respond today or tomorrow morning.

I only received a response this past Friday evening. His response is as follows:

Hi Mike,

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I reviewed the cost budget with Larry Weaner's office and offer the following recommendations for reducing the estimate by \$ 200,000.

- Eliminate the bridges over proposed rain gardens and the earthwork associated with creating them ..... \$ 85,000 Reduction
- Eliminate stone dust path connections. Maintain existing stepping stones ..... \$ 40,000 Reduction
- Eliminate gabion walls/amphitheater. Reset existing stones, and add new slabs for seating ..... \$ 70,000 Reduction
- Reduce amount of shade tree  
.....  
..... \$ 5,000 Reduction

I hope this is helpful. Please do not hesitate to contact me with any questions or comments you may have.

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I then asked whether the stone dust paths he was referring to in his response are new paths. His answer was yes. The east- west connector paths to the esplanade.

I have also included herewith a copy of the budget sheet from the previous presentation from IQ for your review to his response.

Conceptual Cost Budget and Allowances  
 Scenic Hudson River Walk at Terrytown

<u>Site Preparation and Maintenance Budget:</u>	
Initial Weed control and PH drop:	\$ 10,000
Plant Removals and transplants:	\$ 20,000
Seeding as needed:	\$ 18,000
Earthwork:	\$ 25,000
Maintenance 1-yr:	\$ 55,000
Sub-total:	\$ 128,000

<u>Hardscape:</u>	
IPE decking bridges with concrete footing:	\$ 75,000
Stone dust paths with steel edging:	\$ 40,000
Gabion seatwalls with IPE decking:	\$ 90,000
Sub-total:	\$ 205,000

<u>Planting: (Shrubs, Herbaceous, Herbicide application)</u>	
North Buffer:	\$ 32,000
Rolling Meadow:	\$ 220,000
Gateways:	\$ 100,000
Spiral Gateway:	\$ 65,000
Sycamore Grove:	\$ 35,000
Shoreline:	\$ 80,000
Island Beds:	\$ 30,000
Andres Brook:	\$ 230,000
Lawn turfgrass:	\$ 10,000
Shade Trees:	\$ 25,000
Evergreens:	\$ 40,000
Sub-total:	\$ 867,000
15% Contingency Allowance:	\$ 180,000
GRAND TOTAL:	\$ 1,380,000

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

TO: Mayor Fixell and the Board of Trustees  
FROM: Michael Blau, Village Administrator  
RE: Insurance Claim, Generator at Village Hall  
DATE: May 16, 2016

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The Village submitted an insurance claim for the damage to the generator at Village Hall due to issues relating to the diesel fuel used to operate the generator and causing the generator to fail. The Village included in the claim both the repairs to the generator and the replacement of the diesel storage tank. The claim dates back to mid-November 2015 and the period for review of the claim was quite lengthy, with notice provided to the Village in April that the insurance company would pay the insurance claim. However, the insurance company has rejected that portion of the claim relating to the replacement of the diesel storage tank. Their rationale associated with the tank is as follows:

I wanted to let you know that after further review Hartford Steam Boiler (HSB) has authorized further payment for the attached repair invoice from HO Penn. The net recovery is \$30,701.85 after a \$1,000 deductible was applied. Despite several discussions with HSB and NYMIR in regards to the fuel tank their final stance is that there is no coverage for this matter. I have pasted the final determination from the property claims supervisor below. Please let me know if you have any further questions.

“According to the specs, the fuel tank is a vented unit. I was directed to page 2 of the attachment, letter ‘D’, showing the vent(s) of the fuel tank. As previously indicated, HSB does not consider the fuel tank to be “Covered Equipment” as defined in the Equipment Breakdown Coverage form. Despite it being fastened to the generator, it is considered a separate unit. “Covered Equipment” is defined as:

b. “Covered Equipment”

(1) “Covered equipment” means, unless otherwise specified in the Schedule above, “covered property”:

- (a) that generates, transmits or utilizes energy, including electronic communications and data processing equipment; or
- (b) which, during normal usage, operates under vacuum or pressure, other than the weight of its contents.

Based on the inspection by H.O. Penn, they reportedly felt the fuel was either extremely old or contaminated. Based on the fuel sample taken by HSB, it is believed the fuel may have become contaminated by biological growth due to a

lack of chemical treatment. If the fuel tank was considered covered equipment, which it is not as per HSB, the contamination of the tank would not be considered the result of a covered "accident" under the Equipment Breakdown Coverage form.

The Commercial Property Policy has an exclusion for loss to covered property caused by pollution or contamination, unless it is the result of a specified cause of loss identified in the exclusion. None of the specified causes of loss are involved in this loss. Thus, coverage would be excluded under the Commercial Property Policy.

Thus, based upon the decision by the insurance carriers, the Village will have to pay for the cost of a new tank. Currently, the Village is utilizing a rented tank that is separate from the generator. I have attached a photograph of the separate tank. The cost to purchase and install a separate tank is \$11,200. I have also obtained a proposal to replace the tank with one that will be placed under the generator, as was the situation when the generator was first installed. I have attached a photograph of that configuration. The cost for this concept is \$33,684.

I would like to discuss with the Board which tank replacement concept the Board would like to pursue.

# ***VILLAGE OF TARRYTOWN***

## ***INTERNAL MEMORANDUM***

To: Mayor Fixell and the Board of Trustees

From: Michael Blau, Village Administrator

Date: April 26, 2016

Subject: Parking Study Downtown Commercial District

Per the direction of the Board of Trustees, I have developed a Request for Proposals to complete a parking needs analysis in the Village's downtown commercial area. The RFP was sent to a number of traffic consulting firms throughout the region and the Village received one proposal in response to the RFP. The cost for the proposal is \$38,580. The Village of Mamaroneck completed a similar review of parking in their downtown area approximately three years ago and received four responses to their RFP ranging from a low of \$24,800 to a high of \$78,980. The Village of Mamaroneck executed an agreement with Walker Parking Consultants, the firm who responded to our RFP, and three years ago that work cost Mamaroneck \$35,665. I have included a copy of the Village's RFP and the response from Walker Parking Consultants. I have removed from the proposal some of the "fluff" included in the proposal that has no consequence for your review. I am providing this to you to give you time to review the document. I intend to place this matter on the next Board of Trustees work session for discussion.

TARRYTOWN POLICE DEPARTMENT  
OFFICE MEMORANDUM

DATE: May 9, 2016

TO: Chief Brown

FROM: Lt. Barbelet

SUBJECT: Rescinding of Handicapped parking space-Riverview Avenue

Per your request the following wording may be used for legislation to amend the Village Code to allow for the rescinding of a parking space reserved for handicapped persons in front of 95 Riverview Avenue.

Material to be deleted is set forth in parentheses ( ).

Section 291-92. Schedule XXVII: Handicapped Parking Spaces.

In accordance with the provisions of 291-62, the following described streets, driveways, parking lots and auto parks or parts of streets, driveways, parking lots and auto parks are hereby designated as handicapped parking spaces and are designated for use by persons with handicapped parking permits:

Name of Street, etc.	Side	Location
(Riverview Avenue)	(West)	(From a point 650 feet north of
([Added 12-07-2009])		Bridge Street for a distance of
		22 feet in a northerly direction)