

**VILLAGE OF TARRYTOWN
BOARD OF TRUSTEES
WORK SESSION 6:20 P.M.
WEDNESDAY, JULY 12, 2017
Tarrytown Village Hall
One Depot Plaza, Tarrytown, New York**

Presentation: Bill Brady, Westchester County and David Aukland - Comprehensive Plan Update

Board of Trustees Concerns

Open Session

1. Discussion with Board of Fire Wardens
2. Monumedic
3. Loh Park Bids
4. Fitness Center Business Plan
5. Replacing Outdated Water Meters – Discussion
6. Water Rate Increases
7. RiverWalk – Watering
8. Wilson Park Pathways
9. US Communities and NJPA – Shared Purchasing Initiatives
10. Amending Film Permit Rates and Film Permit Code
11. Fees – Increase Daily Resident Parking Permit
12. AirBnB – Continued Discussion
13. Taxi Rates
14. Boating Policy for Residents at the Tarrytown Lakes
15. CFA Grants
16. Benedict Avenue – Restoration of One Parking Space by Grove Street
17. Pool and Day Camp Employees
18. Wildey Street Parking Hours
19. Tree Permits
20. Solar Panel Arrays on Village Property
21. IMA – Westchester County – County Assistance in Comprehensive Plan and Zoning Code Updates
22. Amendment to Village Code re: Loud Music in Parks
23. Fire Department Membership Changes
24. Sustainable Westchester EV Discount Program
25. Property – 200 White Plains Road

Executive Session

- 1A. Eminent Domain – Discussion of Law
- 2A. Discussion – Eastview Pump Station
- 3A. Tax Certioraris
- 4A. Personnel Discussion – Recreation Department
- 5A. Discussion – Possible Future Development



VILLAGE OF TARRYTOWN

One Depot Plaza, Tarrytown, New York 10591-3605

www.tarrytowngov.com

Mayor

DREW FIXELL

Deputy Mayor

THOMAS BUTLER

Trustees

KAREN G. BROWN

ROBERT HOYT

MARY McGEE

REBECCA MCGOVERN

DOUGLAS ZOLLO

VILLAGE ADMINISTRATOR

914-631-1785

VILLAGE TREASURER

914-631-7873

VILLAGE CLERK

914-631-1652

VILLAGE ENGINEER

914-631-3668

DEPT. OF PUBLIC WORKS

914-631-0356

FAX NO. 914-909-1208

Memorandum

To: Mayor Fixell and the Board of Trustees
From: Richard Slingerland, Village Administrator
cc: Tarrytown Fire Chiefs Goldstein, Morabito and Derivan
Date: July 7, 2017
Re: Issues raised by the Tarrytown Fire Department

During a recent meeting of the Tarrytown Fire Department Board of Fire Wardens (TFD), three issues were raised that were requested to be passed along for discussion and consideration with the Board of Trustees. These include the following:

Housing opportunities for Volunteer firefighters: In many communities, obtaining or setting aside housing for Village employees and volunteers including volunteer firefighters is very important to the community. Tarrytown is no exception. A large percentage of our volunteers, possibly as high as three quarters of our ranks, work in low- to moderate income jobs and would qualify and benefit from the availability of more affordable housing here in the Village. Presently the chances of a volunteer firefighter getting a space in the new affordable housing, for example at Wildey Street, is approximately one in five, with 12 units available and a pool of 60 applicants and growing. It has been reported that some municipalities like Dobbs Ferry and Hastings, have put municipal support behind the establishment of workforce housing for municipal employees and volunteers. The TFD would like the board to consider initiatives such as these to help our volunteer firefighters.

Jobs for Volunteer Firefighters: As is a common practice in many communities with fully volunteer fire departments like Tarrytown, local municipalities often provide opportunities for volunteer firefighters to obtain local labor-class jobs, including truck operators and sanitation workers. The TFD requests that the Board consider volunteer firefighters when hiring for laborer and other labor class jobs, to help reinforce the long-term viability of the TFD Volunteer ranks.

Dredging: As part of the improvements considered for the TFD's emergency boat response on the Hudson River, the siltification of the TFD dock area resulted in a cost estimate to dredge out the marina of approximately \$2.5 million to \$3 million. The Village had applied for and received a grant of \$300,000 (or close to that amount) from the New NY Bridge entity. Subsequent to that, the Village had retained an engineering firm, Reichgott Engineering, whose cost-benefit analysis recommended building an extended dock out to the Hudson navigable channel instead. Since then, it has been reported that the TFD has obtained a cost estimate to dredge the TFD channel only at approximately \$285,000 (source King Marine in Verplank, NY). Based on this lower cost estimate, the TFD would like the village to put the dredging project out to public bid.



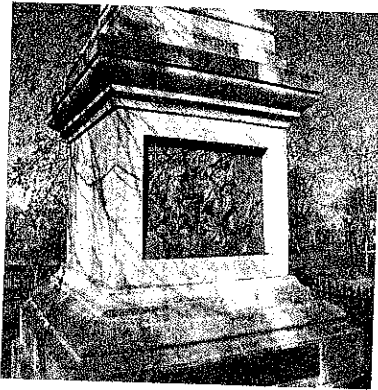
MONUMedic

Action Items for Tarrytown

Capture of Major Andre Monument-

Historic memorial to a significant event in the Revolutionary War. Needs immediate care.

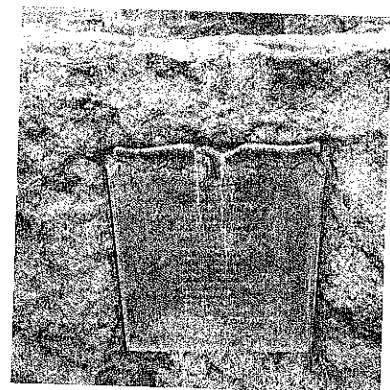
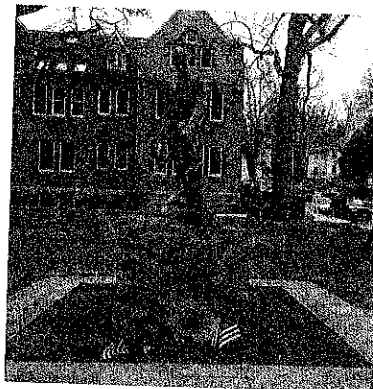
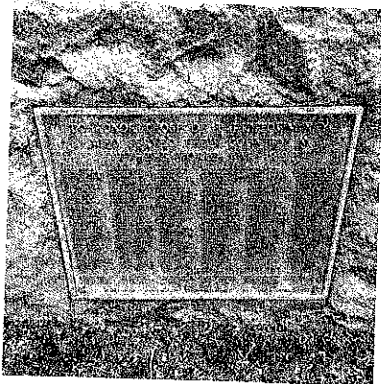
See MonuMedic Proposal for further details...



WWI Doughboy Monument-

Presently on the property of the Landmark Condominiums (owned by Barhite & Holzinger, Inc.). Monument needs to be cleaned, stripped, repatinated and waxed before further corrosion attacks it.

- WWI centennial is happening now (culminating on 11/11/2018). Restored monument can be a focal point in Veteran's Day celebrations.
- If Landmark 'owns' it, do they have the right to simply bulldoze it over in the future?
 - Should monument be moved to Patriot's Park?
 - Should a 10' x 10' area around present site be 'annexed' to the village or historical society for ownership & care?

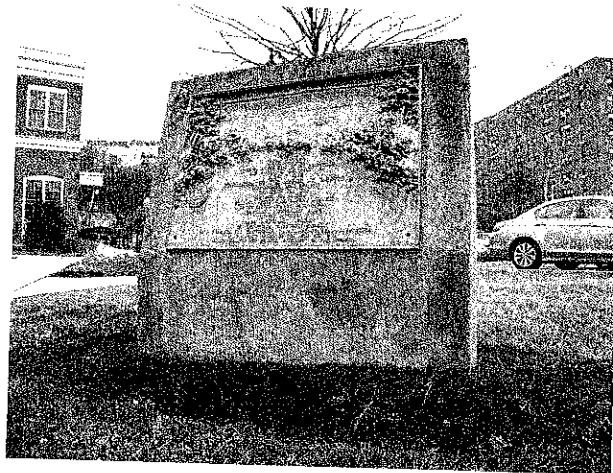




MONUMedic

Village Hall-

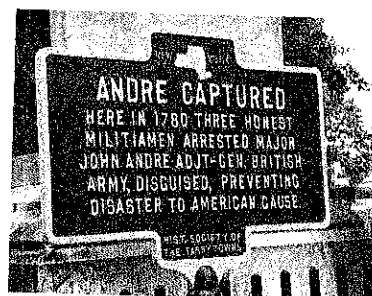
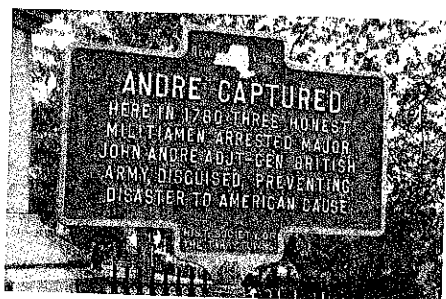
Bronze relief plaque requires cleaning, stripping, installation of new bronze rosettes, repatination and waxing. Remove mold and copper staining on concrete mount. Caulk top and sides. Illumination may be considered.



Tarrytown's NYS Historic Markers-

We are all aware that the area is littered with historic sites. The existing NYS Historic Markers need to be restored. Missing markers need to be replaced. Historic sites or landmarks with no memorialization should be considered for new markers.

All to be restored as we have previously done to the 'Andre Captured' NYS Marker; *removed, glass-bead blasted to bare metal, primed, painted in NYS specified colors & paint type, replace mounting hardware, turned 90° to street for visitor viewing in both driving directions.*





Tarrytown's NYS Historic Markers- (cont'd)

Other documented NYS historic markers in Tarrytown:

- Couenhoven Inn- former location on northwest corner of Route 9 & Main St.

Text: Site of Couenhoven Inn Tavern Used During Revolutionary War, Where Washington Rested And Held Conference. Later Martin Smith's Inn.

Marker is presently in the control of the Tarrytown Historical Society. Needs to be restored & reinstalled on its former location. 90° to traffic.

- Second Reformed Church- 42 Broadway

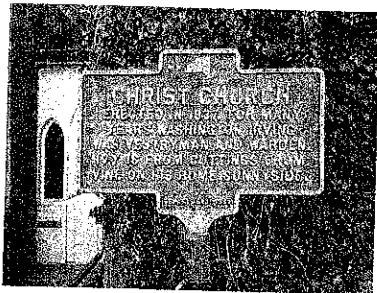


Text:

Second Reformed Church Erected In 1837 As South Church of Old Dutch Church of Sleepy Hollow Became A Separate Congregation 1851

Very bad shape, severe rusting. Restore, set back 2' and turn 90° to traffic.

- Christ Church- 43 South Broadway



Text:

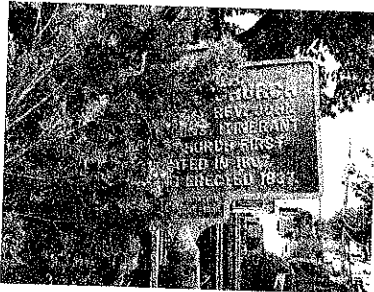
Christ Church Erected In 1837. For Many Years Washington Irving Was Vestryman And Warden. Ivy Is from Cuttings from Vine On His Home Sunnyside.

Rusting. Restore, move forward 2' and turn 90° to traffic.



MONUMedic

- Asbury M. E. Church - 27 South Washington St.

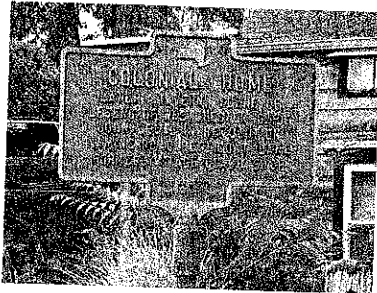


Text:

***Founded 1796 By Rev. John Barnet
Matthias, Itinerant Preacher. Church
First Incorporated In 1807.
This Building Erected 1837.***

Fair shape, corrosion, tree branches need to be pruned back.

- Colonial Home- Old White Plains Rd.



Text:

***Later a tavern, scene of legend of
Westchester guide John Odell in
revolution naming road Petticoat Lane.
Formerly stage coach stop.***

Completely rusted.

- Earth Redoubt Constructed- foot of Church St. MISSING

**Text: *Earth Redoubt Constructed In Revolution, from Here The Local Water Guard
Cannonaded British Sloop Vulture Returning from Andre-Arnold Meeting.***

- "Site of Mott Home School"- US 9, No. of Hamilton Pl. MISSING

**Text: *Lawn Was Site of Old Home Built 1712. Scene of Activity In Revolution. Said to Be
Home of Irving's Heroine Katrina Van Tassel.***

There are at least 9 other examples of NYS historic markers throughout Greenburgh. If combined, we can provide savings to all local communities to do them all at one time. Consider other historic locations for markers.



MONUMedic

Fire Station Bell-

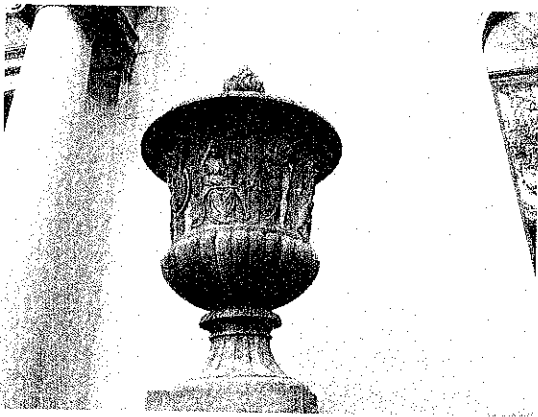
Staining and corrosion.

Repatinate and blend out stain, sand, prime, paint mount and yoke, wax bell, clean stonework and apply biological solution.



Warner Library-

Building facade and urns out front need cleaning and application of biological solution.



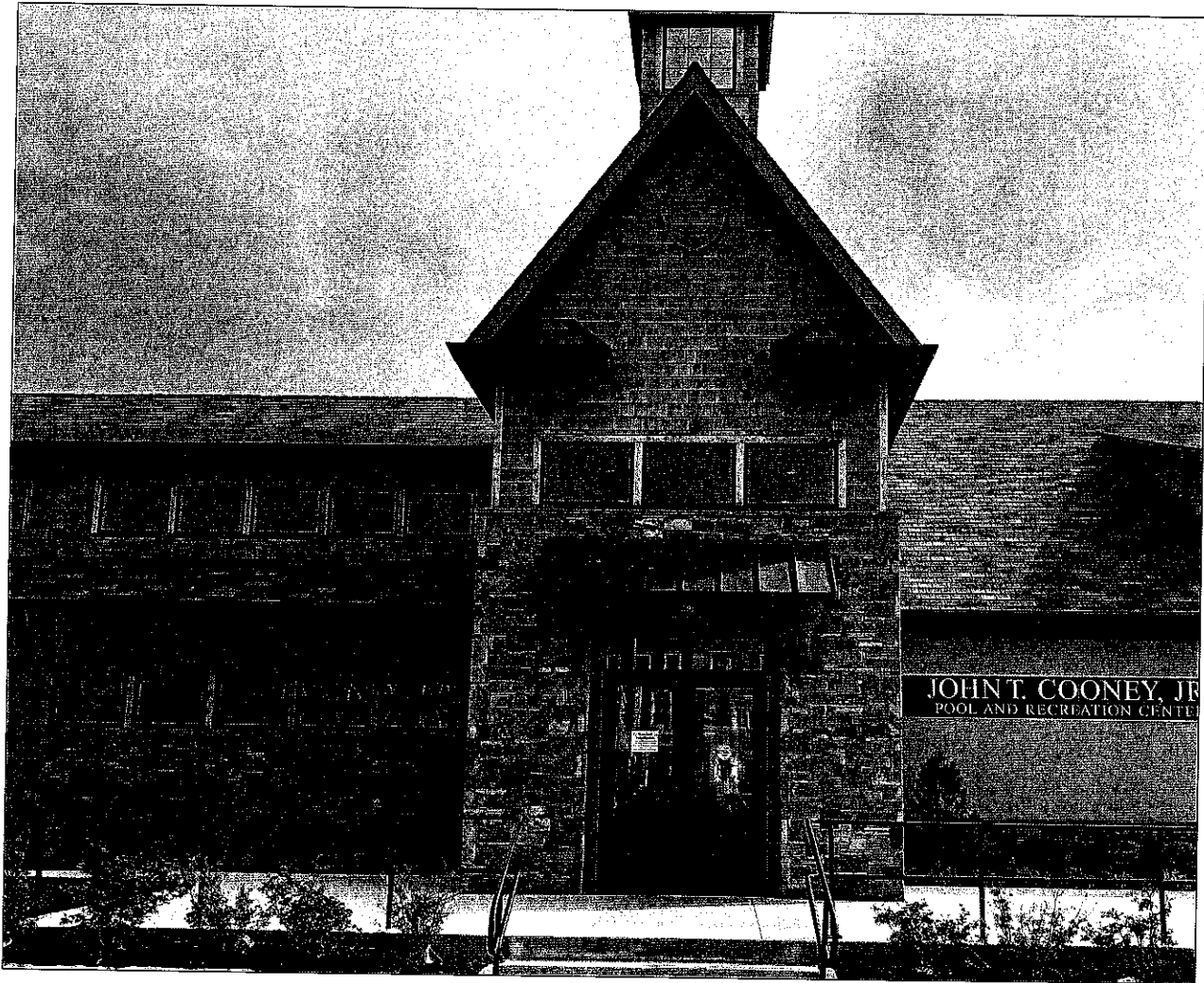
**LEROY AVENUE, LOH AVENUE AND SOUTH BROADWAY
DRAINAGE IMPROVEMENT PROJECT
CONTRACT NO. 2017-02 REBID**

Bid Opening: June 29, 2017 @ 10:00 a.m.

PRELIMINARY BID RESULTS

<u>CONTRACTOR</u>	<u>BASE BID AMOUNT</u>	<u>ADD/DEDUCT</u>	<u>ADD ALTERNATE</u>
Montesano Brothers 76 Plain Avenue New Rochelle, NY 10801	\$ <u>3,313,435.00</u>	\$ <u>244,065.00</u>	\$ <u>645,475.00</u>
Eastern Excavation Inc. 59 Nepperhan Avenue Elmsford, NY 10523	\$ <u>3,680,850.00</u>	\$ <u>(- \$15,000.00)</u>	\$ <u>461,075.00</u>
ELQ Industries 567 Fifth Avenue New Rochelle, NY 10801	\$ <u>4,572,644.00</u>	\$ <u>20,000.00</u>	\$ <u>610,690.00</u>
Conserv Construction 260 Old Rt. 17-POB 855 Hillburn, NY 10931	\$ <u>4,970,077.99</u>	\$ <u>2,509.64</u>	\$ <u>325,510.95</u>

SGVT- TARRYTOWN RECREATION FITNESS CENTER



Business Analysis & Proposal

Prepared for: Tarrytown board of trustees

Prepared by: Paul Harris, General Manager

May 31, 2017

SGVT- TARRYTOWN RECREATION FITNESS CENTER

EXECUTIVE SUMMARY

Objective and goal

- To provide superior fitness center services to the Village of Tarrytown which exceeds members' expectations.
- To maintain at least 500 members per year or better through superior customer service, marketing, and referrals.
- Become an established community destination for fitness by end of the first year of operation.
- Educate the community on what our company has to offer.
- Have a membership retention rate of at least 80% per year.

Solution

1. Competitive Edge

- A: Charge a premium price (per industry standards) but not exceed what the market can bear. keeping prices lower and competitively positioned with respect to our competitors in the area.
- B: Hire qualified and highly motivated instructors, trainers, and staff to provide a premium experience.
- C: pay the instructors higher wages than our competitors to ensure a strong brand image amongst members and instructors.
- D: Maintain the fitness center to keep a clean and professional appearance. Rack and pair weights, wipe down unclean machinery, ensure cleaning wipes are always available, and discard any trash left behind by members.

2. Marketing strategy

- A: Brochures. A brochure will be designed to communicate our presence, the services we offer, and the clients we serve in the community.
- B: Flyers. Flyers will be designed for posting at community locations that attract high traffic volumes of consumers within our target market, such as:
 - Local grocery stores and dry cleaners
 - Train station
- C: Website. All brochures, flyers and other marketing tools will promote our social media forums, detailing our services that benefit the community. Our media will also provide all information about us, our operational hours, schedules of events, and a registration form for online enrollment in classes.
- D: Email. Email will be used to connect with our members frequently through monthly newsletters and updates on upcoming events and special offers.Events.
- E: Special events, including a grand opening and special holiday parties, will be promoted to increase visibility in the community and to attract first time or infrequent visitors.

3. Contract addendum - Make alterations that will benefit the village of Tarrytown and SGVT. Project Outline

SGVT- TARRYTOWN RECREATION FITNESS CENTER

1. Current Business Model
 - A. General Assumptions
 - B. Membership Price Structure
2. Expense
3. Operating Ratio
4. Break Even Analysis
 - A. Membership income (90% of total Revenue)
 - B. Group Fitness Income
 - C. Membership & Group Fitness Income
5. Profit Margin
6. Amended Business Model Proposal
 - A. General Assumptions
 - B. Amended Contract
 - C. Amended Member Price & Payment Structure
7. Projected income (based on current membership)
8. Expense
9. Break Even Analysis
 - A. Membership Income (90% of total Revenue)
 - B. Group Fitness Expense to Membership Income
10. Projected Profit Margin
11. Conclusion

1. Current Business Model

A. General Assumptions

We planed on the average member being an adult between 18-59 years old. Charging \$300 per year, a minimum goal was set of registering 500 Adult members. We factored in 100-150 seniors registering at \$150 per year. The 6 month option was not considered to be a major factor. It was viewed as a special circumstance option. We set a minimum membership revenue of \$150,000. We assumed a group fitness participation rate 20% of the registered members (130 people paying \$15 per class once per week). We projected a group fitness revenue of \$101,400 per year at minimum. our estimate operation ratio Of 66% at Maximum. (\$25,1400 revenue and \$168,040 sales)

B. Membership Price Structure

Membership Structure Oct 2016-May 2017	Number of Members	Unit Price	Revenue
6 Month Adult	95	\$ 180	\$ 17,100
6 Month Couple	44	\$ 270	\$ 11,880
6 Month Senior	17	\$ 90	\$ 1,530
6 Month Family	20	\$ 360	\$ 7,200
1 Year Adult	56	\$ 300	\$ 16,800
1 Year Couple	65	\$ 450	\$ 29,250
1 Year Senior	154	\$ 150	\$ 23,100
1 Year Family	15	\$ 600	\$ 9,000
Total			\$ 115,860

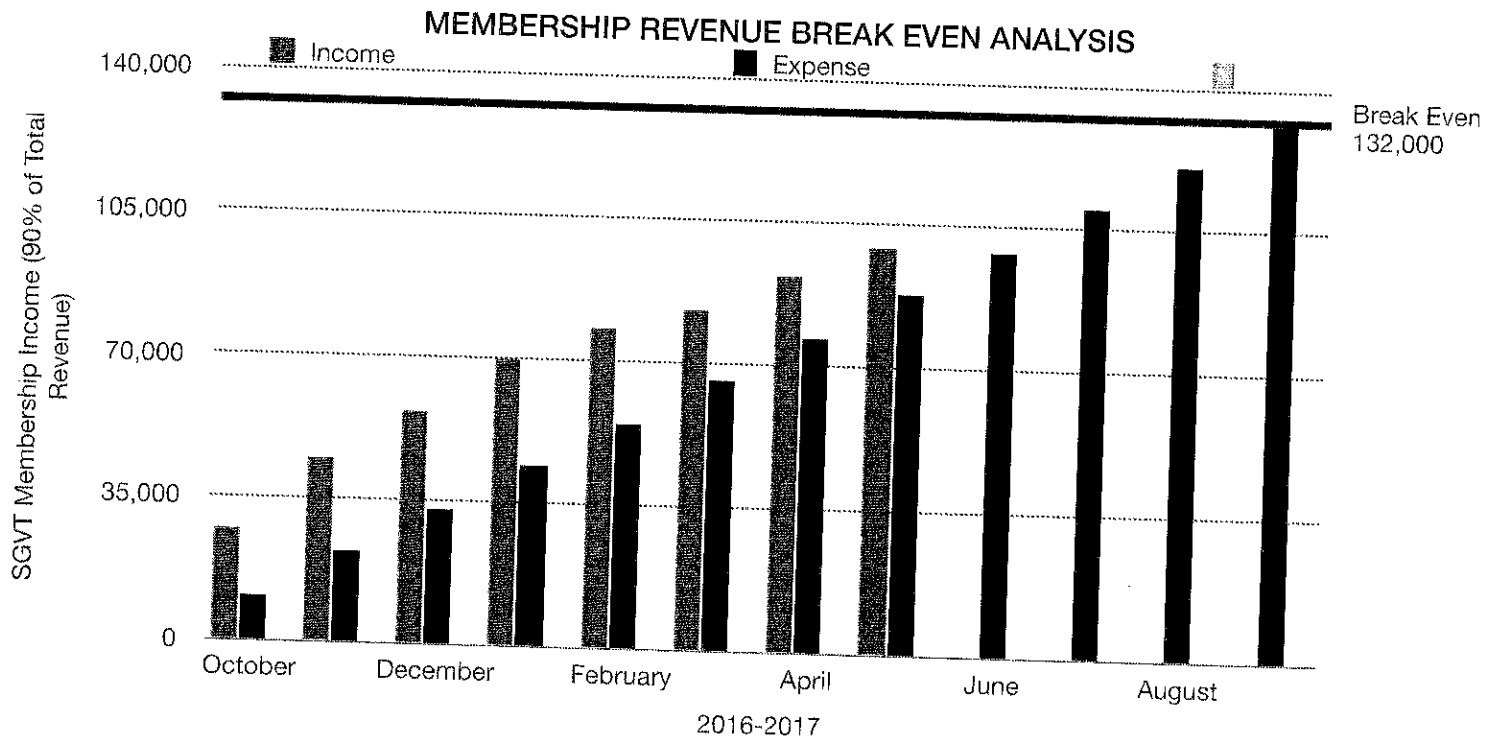
2. Expense

Yearly Expense		Amount	Totals
Hourly Staff (yearly hour breakdown)	3744 hours	\$ 12	\$ 44,928
Managers (salary)	2	\$ 35,000	\$ 70,000
Group Fitness Instructors (17 classes at \$60)	52 weeks	\$ 1,020	\$ 53,040
Payroll Tax 12%	0	\$ 114,928	\$ 13,791
Total			\$ 181,759

3. Operating Ratio

The net membership sales (90% of total revenue) between October 2016 - May 2017 were \$104,000. Expenses between the same period were \$72,566. This gives us an operating ratio 70% and is on pace to surpass 100% . This indicates inefficiency in either pricing model or employee wages. With staff wages lower than similar surrounding fitness centers, the only remaining option is to overhaul the membership pricing structure.

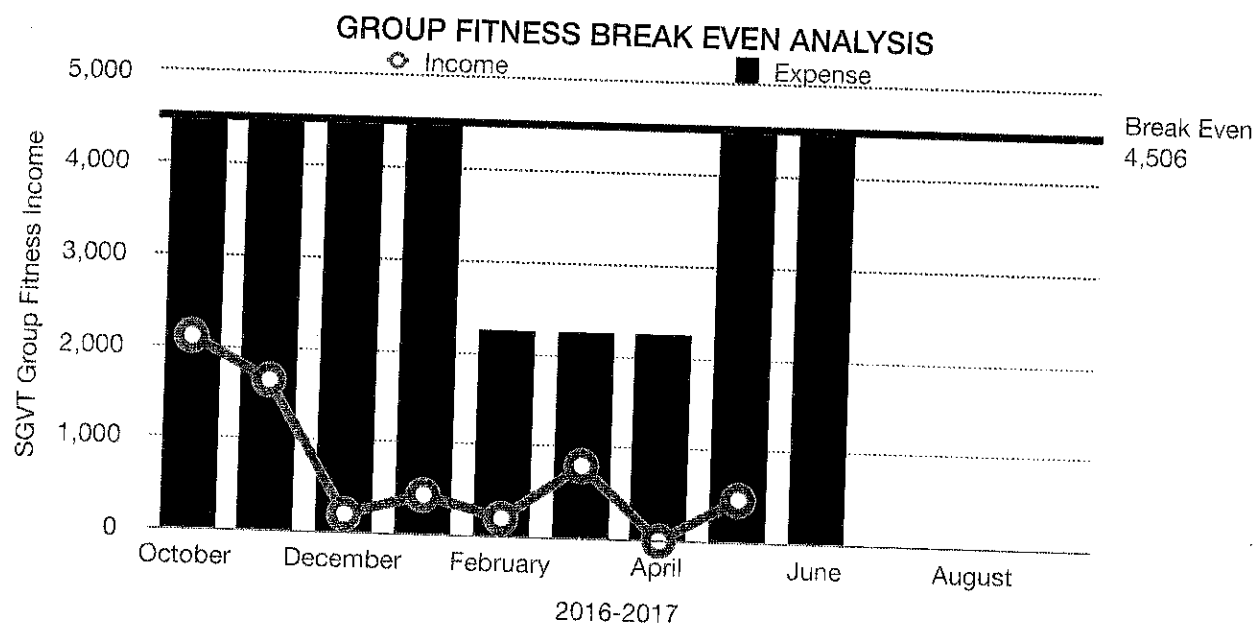
4. Break Even Analysis



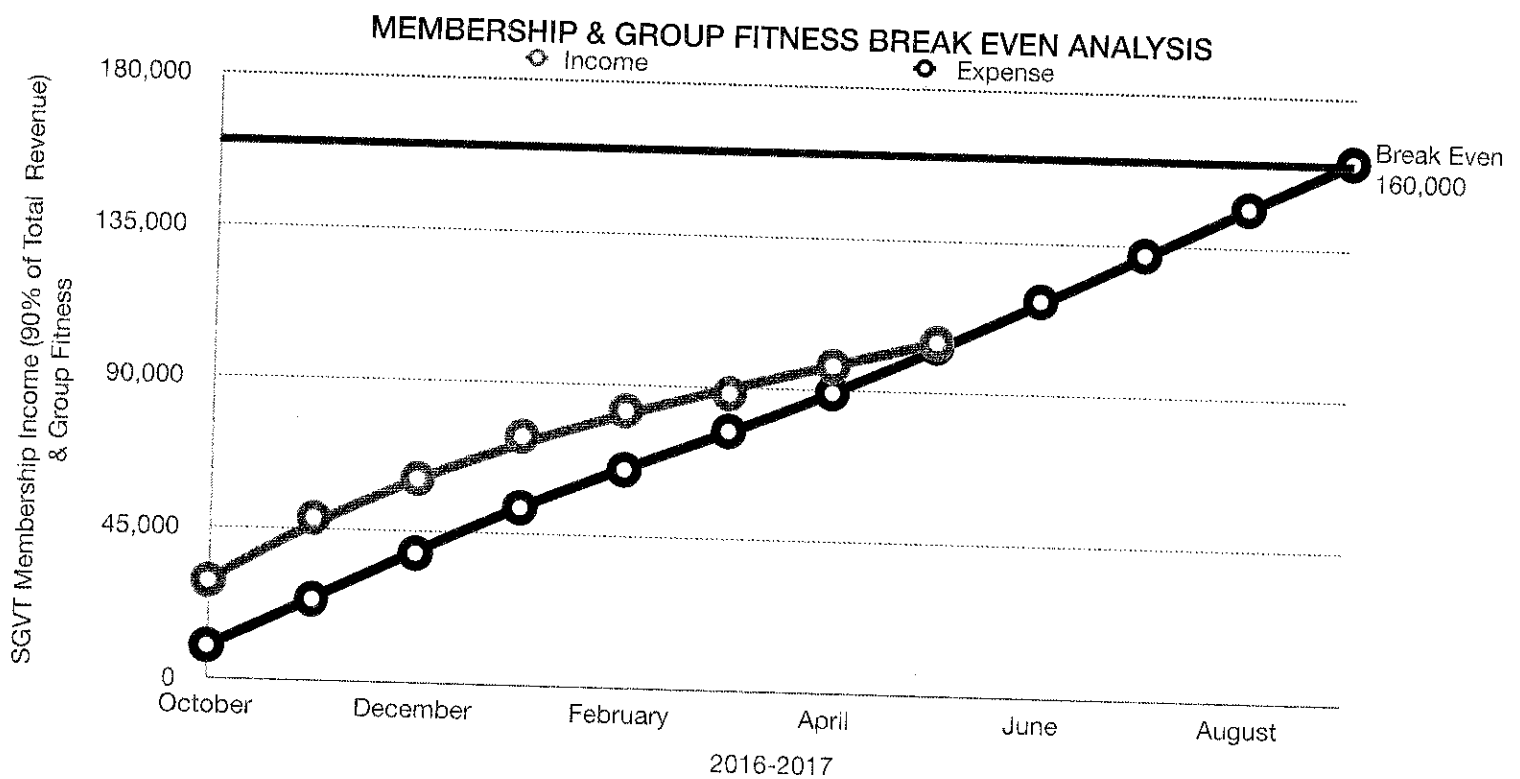
Group fitness has not lived up to expectation, it has been the single greatest source of lost revenue. Without radical changes made to this area it will fail. We do not feel there is enough demand in the village of Tarrytown alone to support this revenue stream.

solutions;

Allow residents from the surrounding towns (Sleepy Hollow and Irvington), to participate in classes for a fee.



The membership revenue is being absorbed by the negative group fitness revenue. Between a weak operating ratio and weak revenue in group fitness, potential profits are in jeopardy. Below you can see revenue merging with expenses well below the break even point.



6. Amended Business Model Proposal

A. General Assumptions

By Altering the pricing model and amending the contract. SGVT can fulfill its duties and obligation of providing superior service and classes at a great price.

B. Amended Contract

Remove the two staff per shift requirement. Based on the per hour foot traffic in the fitness center. There is no reason to have 2 staff members on the duty at any time. One person is sufficient to preform the job.

Remove the % payment made to Tarrytown for group fitness. The all inclusive membership structure would render the group fitness classes an expense.

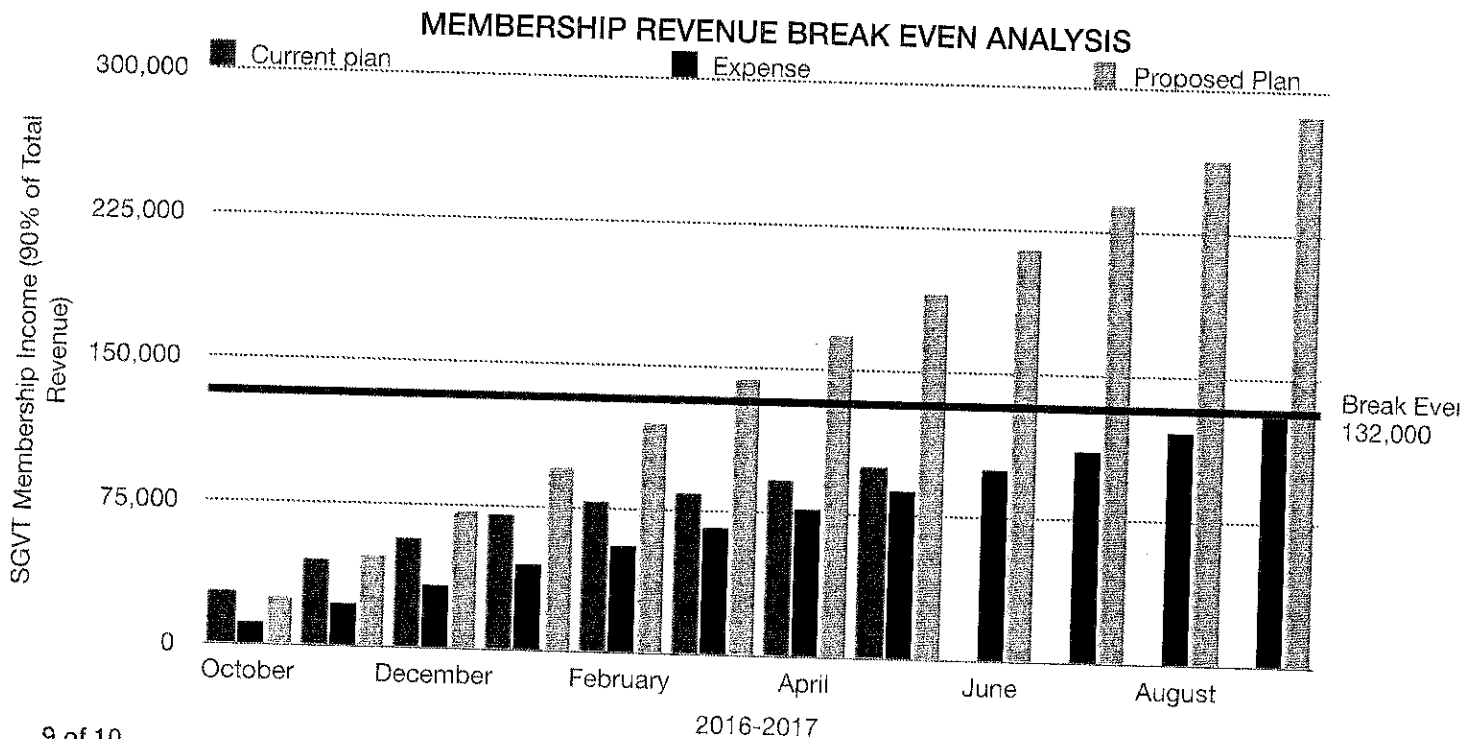
C. Amended Member Price & Payment Structure

- Change membership to a class inclusive structure.
- Increase the membership rate on adults (18-59) \$49 monthly
- Senior rate increases by about 33% to \$200 yearly (\$16 monthly)
- Collect the yearly membership fee in 12 equal payments on a monthly basis with an auto renew contract.
- Drop the 6 month and the couples packages.
- Allow Sleepy Hollow residences access to classes for a fee. Members will always have first priority in a full class.

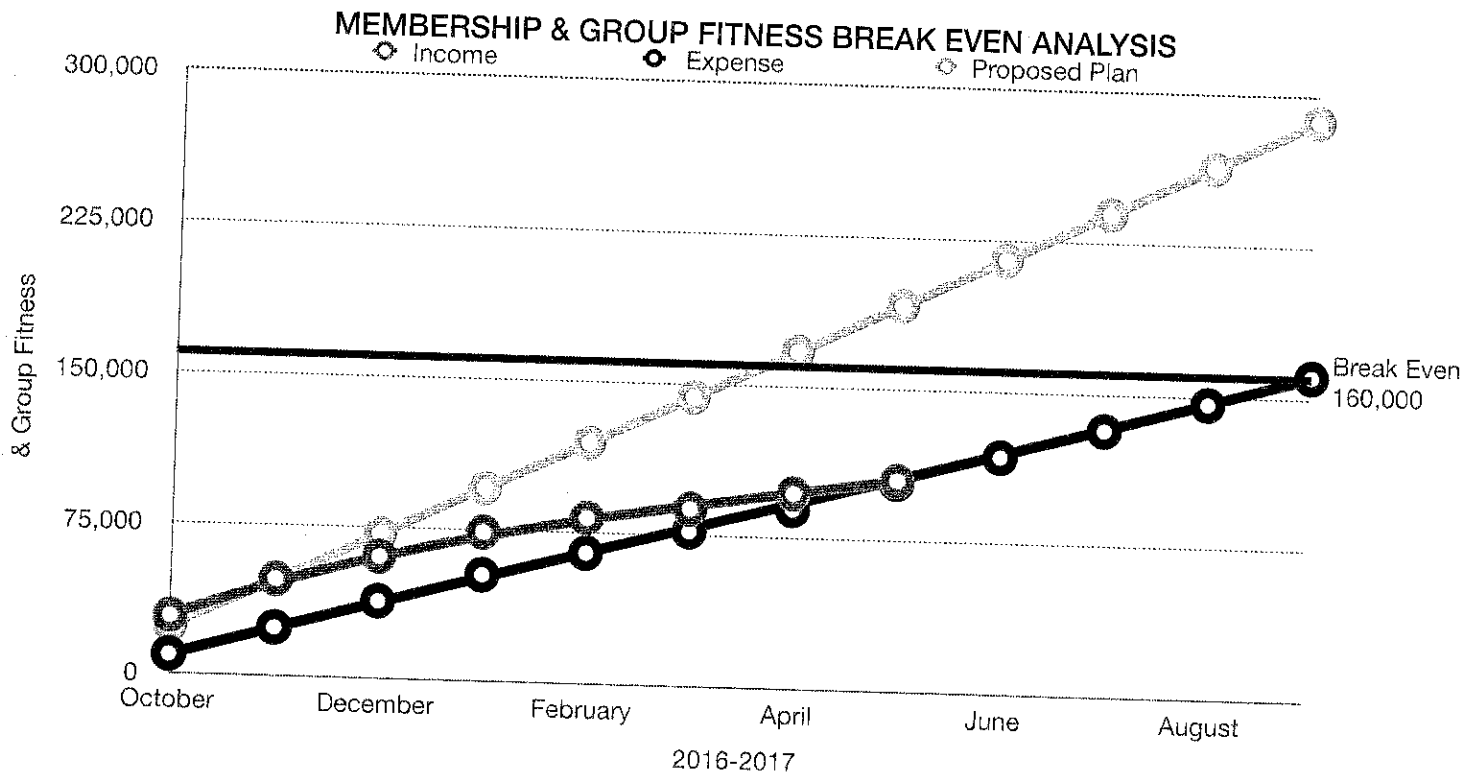
7. Projected income (based on current membership)

Class Inclusive Membership Structure Projections	Number of Members	Unit Price	Revenue
6 Month Adult (NOW 1 YEAR)	95	\$ 588	\$ 55,860
6 Month Couple (NOW 1 YEAR INDIVIDUAL)	88	\$ 588	\$ 51,744
6 Month Senior (NOW 1 YEAR SENIOR)	17	\$ 200	\$ 3,400
6 Month Family (NOW 1 YEAR FAMILY)	20	\$ 1,020	\$ 20,400
1 Year Adult	56	\$ 588	\$ 32,928
1 Year Couple (NOW 1 YEAR INDIVIDUAL)	130	\$ 588	\$ 76,440
1 Year Senior	154	\$ 200	\$ 30,800
1 Year Family	15	\$ 1,020	\$ 15,300
Total			\$ 286,872

9. Break Even Analysis



B. Membership & Group Fitness Break Even



10. Projected Profit

SGVT is striving for a 35% - 50% Profit margin.

11. Conclusion

This new pricing structure is still the most affordable in Tarrytown. It offers the same inclusive structure, as the local competition, at a lower price. We look forward to providing the Fitness services for Tarrytown.

Based on the information above, It would be necessary to implement the new structure for new and renewing members starting July 1st.

Kathy Deufemia

From: Richard Slingerland
Sent: Friday, June 30, 2017 6:52 PM
To: Kathy Deufemia
Cc: Dan Pennella; Howard Wessells
Subject: RE: RiverWalk -WATER

Kathy D.:

For Work Session.

I'll need to talk with Howard and Dan about capital costs and operational expense estimates for future years.

Rich

Richard Slingerland
Village Administrator
Village of Tarrytown
One Depot Plaza
Tarrytown, New York 10591
914-631-1785
fax: 914-909-1208
e-mail: rslingerland@tarrytowngov.com

From: Richard Slingerland
Sent: Friday, June 30, 2017 6:47 PM
To: pat@pjarchitect.com; Drew Fixell <dfixell@tarrytowngov.com>; Linda Viertel <lgviertel@gmail.com>; Carolyn Summers <csummers@springmail.com>; Becky McGovern (external) <becky1874mcgov@gmail.com>
Subject: RE: RiverWalk -WATER

Dear Pat:

Thank you for communicating this matter to me and the Village.

I anticipate this will be a significant expense, both for the capital installation of the water lines, and the annual operational expense of paying for the water.

I will put this on the next Board Work Session.

Best regards, and have a great weekend,

Rich

Richard Slingerland
Village Administrator
Village of Tarrytown
One Depot Plaza
Tarrytown, New York 10591
914-631-1785
fax: 914-909-1208
e-mail: rslingerland@tarrytowngov.com

From: Pat Jones [<mailto:pat@pjarchitect.com>]

Sent: Friday, June 30, 2017 11:15 AM

To: Richard Slingerland <rslingerland@tarrytowngov.com>; Drew Fixell <dfixell@tarrytowngov.com>; Linda Viertel <lgviertel@gmail.com>; Carolyn Summers <csummers@springmail.com>; Becky McGovern (external) <becky1874mcgov@gmail.com>

Subject: RiverWalk -WATER

Importance: High

Hi all,

This morning, I met with Carolyn Summers, a Hudson Harbor resident, landscape designer and educator, to see and discuss the RiverWalk work in progress. Mike, Cedar Hill's site supervisor, was on site and spoke with us as well.

Thousands of trees, shrubs and other plants have been planted and are currently being watered with water trucks and by running hundreds of feet of hose from the senior center hose bibb.

The plans for the original RiverWalk infrastructure called for hose bibbs every 100 feet to enable watering with 50 foot hoses and sprinklers. Cedar Hill has found hose bibbs - not one of them works. THIS IS NOT SUSTAINABLE. In order to maintain the new plantings immediate use of the fire hydrants located 1) between the townhouses and Lookout South, 2) between Lookout South and Lookout North and 3) between Lookout North and the new building, with a fitting and a meter, could be used and provide the necessary water. There must also be a hose bibb or hydrant between the new building and River House.

It is not acceptable that this infrastructure was not provided in the original construction or that is not being addressed now. Please let us know how the water supply will be addressed in the short and long term.

Thanks for your time and attention to this.

Pat Jones

Co-president, Friends of the RiverWalk

Pat Jones Architect

16 Rivers Edge Drive - Apt 506

Tarrytown, NY 10591

t 914-419-7229

f 914-747-5404



SAMPLE PUBLIC AGENCY STAFF REPORT
APPROVING USE OF U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE
Insert Date: XXXXX XX, 20XX

TO: [Insert Public Agency Governing Board Name]

FROM: [Insert Staff Name and Title]

SUBJECT: ORDER AUTHORIZING EXECUTION OF REGISTRATION BETWEEN [Insert Public Agency Name] AND U.S. COMMUNITIES

RECOMMENDATION: Adoption of attached resolution authorizing [Insert Public Agency Name] to register for the U.S. Communities Government Purchasing Alliance.

FISCAL IMPACT: There is no cost to participate in this program. Staff believes participation in this program will produce fiscal benefits and will provide the best value to the taxpayers of [Insert Public Agency Name] through the anticipated savings to be realized by this program.

BACKGROUND: The [Insert Public Agency Name] currently participates where possible in a number of local, regional and state cooperative purchasing programs. The goal is to aggregate our purchasing power with much larger agencies thus saving [Insert Public Agency Name] money and maximizing the use of public funds. U.S. Communities, a nonprofit organization, is a national cooperative purchasing alliance that offers public agencies contracts that have been competitively solicited by lead government agencies for use by other government agencies. Several agencies in the State of New York are using this program and saving money for their communities. Since this program is voluntary the [Insert Public Agency Name] can use the contracts that best fit our specific needs and requirements.

SUMMARY: Adoption of resolution will enable the [Insert Public Agency Name] to realize real benefits for our community both in term of dollar savings but also in our ability to maximize the use of available resources.

Home > Cooperative Purchasing > Become a Member

Cooperative Purchasing

Online Application

How to Purchase

Tribal Membership



Whether you are new to procurement, or thought you already knew everything about cooperative purchasing, tune in to discover new insights from public procurement leaders through this [special 3-part series of webinars](#).

Wednesday, June 22

Watch the recap video:

[Critical Analysis: The Key Benefits, Rise in Popularity, and Analytic Thinking behind Cooperative Purchasing](#)

Tuesday, July 12

Watch the recap video:

[Cooperative Contract Comparison: Educate, Evaluate, and Elevate](#)

Wednesday, August 10

2:00pm – 3:00pm EDT

[Creating a Successful Cooperative Strategy: Putting it All Together](#)

REGISTER TODAY!

Become a Member

Feel "**FREE**" to join NJPA at **no-cost, no obligation** and **no liability**. Joining NJPA allows you the opportunity to access competitively awarded nationally leveraged cooperative purchasing contracts for life!

We ask you join in the fashion that meets your agency's legal or policy requirements.

Apply to Join NJPA

- [NJPA Online Application](#) – Nearly 90% of NJPA members join utilizing the online application. Within 2 business days you will receive your NJPA Member ID # electronically. You will also receive an NJPA membership packet by mail within 7-10 business days.

[CLICK HERE TO JOIN](#)

If your agency/organization requires executed signatures, please utilize one of the options below:

- [Participating Member Agreement](#) – A hard copy version of our Membership application providing authorized signatures lines for your agency and NJPA
- ["Joint Exercise of Powers" or "Interlocal" Agreement](#) – A hard copy Joint Powers Agreement utilized only by government agencies when required
- [Associate Member Agreement](#) – A hard copy version of our Membership application for non-profit entities that require authorized signatures

Participating Members are non-voting members of NJPA that are able to enter into Joint Powers Agreements. Nonprofit organizations, nonpublic schools and other similar entities may join NJPA through an Associate Membership. Full voting memberships are limited to units of government or education located within the five county region of Minnesota which NJPA was originally created to serve.

Membership or Purchasing Related Questions?



Duff Erholtz
Duff.Erholtz@NJPAcoop.org
218-894-5490



Katie Alba
katie.alba@njpacoop.org
218-895-4167



Ginger Line
Ginger.Line@njpacoop.org
218-894-5483

Update your membership profile

Is your membership information up to date? If not, you can:

- Add new contacts to your membership
- Make us aware of your new physical address, email or other contact information

[UPDATE PROFILE](#)

Get to Know NJPA

Want a quick snap shot of NJPA? Check out this insightful one-page flier to see what we can do for you.

[Members: Get to Know NJPA](#)

Needing even more detail? Our website is loaded with useful information, and now we've made it even easier for you to find it. Check out our latest how-to video.



RESOLUTION

PARTICIPATION IN THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE

WHEREAS; the Village of Tarrytown pursuant to the authority granted in General Municipal Law, Article 5A (Public Contracts), Section 103 desires to participate in the U.S. Communities Cooperative Purchasing Alliance. Said Alliance is sponsored by the New York State Association of Counties; Association of School Business Officials International; the National Association of Counties; the National Institute of Governmental Purchasing; the National League of Cities; and the United States Conference of Mayors;

WHEREAS; Section 103 of the General Municipal Law permits the Village of Tarrytown to make purchases of apparatus, materials, equipment or supplies, or to contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, may make such purchases, or may contract for such services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, as may be required by the Village of Tarrytown therein through the use of a contract let by the United States of America or any agency thereof, any state or any other county or political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with this section and made available for use by other governmental entities;

WHEREAS; the Village of Tarrytown desires to participate for the purpose of fulfilling and executing its respective public governmental purposes, goals, objectives, programs and functions;

WHEREAS; the Village of Tarrytown has reviewed the benefits of participating in this program and based on this review has concluded the program will provide the best value to taxpayers of this Village of Tarrytown through the anticipated savings to be realized;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Board of the Village of Tarrytown is authorized to participate in the U.S. Communities Government Purchasing Alliance and that the Village Administrator or designee is authorized to register for the U.S. Communities program on behalf of the Village of Tarrytown.

RESOLUTION

PARTICIPATION IN THE NATIONAL JOINT POWERS ALLIANCE

WHEREAS; the Village of Tarrytown pursuant to the authority granted in General Municipal Law, Article 5A (Public Contracts), Section 103 desires to participate in the National Joint Powers Alliance;

WHEREAS; Section 103 of the General Municipal Law permits the Village of Tarrytown to make purchases of apparatus, materials, equipment or supplies, or to contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, may make such purchases, or may contract for such services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, as may be required by the Village of Tarrytown therein through the use of a contract let by the United States of America or any agency thereof, any state or any other county or political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner consistent with this section and made available for use by other governmental entities;

WHEREAS; the Village of Tarrytown desires to participate for the purpose of fulfilling and executing its respective public governmental purposes, goals, objectives, programs and functions;

WHEREAS; the Village of Tarrytown has reviewed the benefits of participating in this program and based on this review has concluded the program will provide the best value to taxpayers of this Village of Tarrytown through the anticipated savings to be realized;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Board of the Village of Tarrytown is authorized to participate in the National Joint Powers Alliance and that the Village Administrator or designee is authorized to register for the National Joint Powers Alliance program on behalf of the Village of Tarrytown.



STATE OF NEW YORK
OFFICE OF THE STATE COMPTROLLER
110 STATE STREET
ALBANY, NEW YORK 12236

July 2016

To: Chief Fiscal Officers

Subject: New "Piggybacking" Law - Exception to Competitive Bidding (Updated)

Please provide copies of this bulletin to others who may need this information.

Background

Effective August 1, 2012, a new subdivision 16 was added to General Municipal Law (GML) § 103 to authorize political subdivisions and districts therein to purchase apparatus, materials, equipment and supplies, and to contract for services related to the installation, maintenance or repair of those items, through the use of contracts let by the United States or any agency thereof, any state or any other political subdivision or district therein. The contract must be made available for use by other governmental entities.

This exception to GML § 103 (1), as originally enacted, provided that the contract must have been let in a manner that constitutes competitive bidding consistent with state law. GML § 103 (16) was amended by chapter 497 of the Laws of 2013, to provide that the contract must be let either to the lowest responsible bidder or on the basis of best value in a manner consistent with GML § 103. The amendment to subdivision 16 became effective on November 13, 2013. GML § 103 (16) is scheduled to expire on July 31, 2019.¹ Political subdivisions (other than New York City) that wish to make procurements under GML § 103 (16) through the use of a contract let on the basis of best value must have first authorized the use of best value for awarding their own purchase contracts by local law, or in the case of district corporations (e.g. fire districts), school districts and BOCES, rule, regulation, or resolution. This authorization may be accomplished by the adoption of a single local law or single rule, regulation, or resolution. The stated purpose of GML § 103 (16) is to reduce administrative and product cost, and increase efficiencies.²

Many local governments have been approached by vendors offering goods and services under other governmental contracts and, in some cases, vendors have asserted that the contract falls within the exception in GML § 103 (16). It is the responsibility of local officials to review each proposed procurement to determine, on advice of the local government's counsel as appropriate, whether the procurements falls within the exception. To assist local government officials in undertaking this review, we offer the following guidance.

Three Prerequisites

There are three prerequisites that must be met in order for a procurement of apparatus, materials, equipment and supplies, and related installation, repair and maintenance services, to fall within this exception:

(1) The contract must have been let by the United States or any agency thereof, any state or any other political subdivision or district therein. Therefore, there must be an underlying contract let by one of the listed governmental entities. Contracts developed for use by local governments that are let by private parties (e.g., a private company, association or not-for-profit corporation is the party awarding the contract to the vendor), and not by the United States or any agency thereof, any state or any other political subdivision or district therein, would not fall within the exception.³

The phrase “any state or other political subdivision or district therein” clearly includes other states, and political subdivisions in other states. In our view, it also includes New York State political subdivisions. Therefore, in addition to the current competitive bidding exception for certain purchases through contracts of New York State counties (County Law § 408-a; GML § 103 [3]), local governments also may purchase through qualifying contracts let by other New York State political subdivisions under this exception.

(2) The contract must have been made available for use by other governmental entities. This means that the other governmental entity has taken steps to make its contract available for New York local governments. In general, this would occur by inclusion in the contract let by the other entity of a clause extending the terms and conditions of the contract to other governmental entities. Unilateral offers by vendors to extend contract pricing and other terms and conditions would not fall within the exception.

(3) The contract must have been “let to the lowest responsible bidder or on the basis of best value in a manner consistent with this section.” The term “consistent with this section” refers to General Municipal Law § 103 (and related case law) applicable to New York State political subdivisions. The purchasing local government would need to obtain background information on the procedures used to let the contract and, as necessary, consult with its counsel, to determine whether this prerequisite is met. Additional guidance on complying with this prerequisite follows.

Determining Consistency with GML § 103

In order for a non-New York contract to have been let to the lowest responsible bidder or on the basis of best value (competitive offering)⁴ in a manner “consistent” with GML § 103, the procedures used by that government need not be exactly the same as those under GML § 103.

Rather, the procedures for letting the non-New York contract must be in harmony or general agreement with, and further the same principles as the competitive bidding or best value requirements of GML § 103.⁵ In this regard, the courts in this state have stated that the underlying purposes of GML § 103 are to guard against favoritism, improvidence, extravagance, fraud and corruption, and to foster honest competition in order that the local government may obtain the best goods and services at the lowest possible price to protect the public fisc.⁶

Based on the provisions of GML § 103 as construed by the courts in this State, and the underlying purposes of GML § 103, we believe there are four fundamental elements that should be present in the procedures used by the non-New York entity in letting its contract in order for the process to have been let to the lowest responsible bidder or on the basis of best value consistent with GML § 103. These elements are:

- Public solicitation of bids or, in the case of best value, offers. A public solicitation is consistent with the statutory advertising requirement in GML § 103,⁷ and serves to ensure that the purposes of GML § 103 are furthered.
- Submission of sealed bids or offers, or analogous procedures to secure and preserve the integrity of the process and confidentiality of the bids or offers submitted. A secure competitive bidding or best value process is consistent with the sealed competitive bidding and competitive offering requirements of GML § 103⁸ and helps foster honest competition and guard against collusion.
- Preparation of specifications, or a similar document that provides a common standard for bidders or offerers to compete fairly. Consistent with the purposes of GML § 103, the contracting entity, in advance of the submission of bids or offers, should convey the nature of the goods or services and other information necessary for prospective bidders or offerers to make an intelligent evaluation and bid or offer, without being unduly restrictive.⁹ In the case of a best value process, this generally should include a description of the manner in which the evaluation of the offers and award of the contract will be conducted and, as appropriate, identify the relative importance or weight of price and non-price factors.¹⁰
- Award to the lowest bidder who materially or substantially meets the bid specifications and is determined to be a responsible bidder, or in the case of a best value process, an award to the responsive and responsible offerer¹¹ which optimizes quality, cost and efficiency, reflecting objective and quantifiable analysis, whenever possible.¹² A contract awarded through a negotiation process would not be consistent with the requirements and purposes of awarding to the lowest responsible bidder or on the basis of best value in a manner consistent with GML § 103.

Other Factors to Consider; Internal Controls.

- Contractual Relationship. By placing an order with the contract vendor, the purchasing local government generally will be entering into a contractual relationship with that vendor in accordance with the terms and conditions of the contract. Accordingly, local officials, in consultation with the attorney for the local government as necessary, should carefully review those terms and conditions before making the purchase. In some cases, the contract may have been let in a manner consistent with GML § 103, but the terms and conditions of the contract may conflict with other New York State laws or regulations.¹³ This could result in the local government being unable to use the contract.
- Audit of Claims. The payment to the contract vendor will be subject to standard procedures for claims processing, including audit of claims procedures.
- Cost Savings Justification. Unlike recent amendments to GML §§ 103 (3) and 104 pertaining to county and certain federal contracts (e.g. L 2003, ch 62; L 2011, ch 97), GML § 103 (16) does not expressly require local governments to consider whether the contract will result in cost savings. Nonetheless, local officials should perform a cost-benefit analysis before utilizing this exception. This will help ensure that the local government is furthering the underlying purposes of the new law, and that the procurement is consistent with the purposes of GML § 103. The analysis should be used to demonstrate whether “piggybacking” is cost effective and should consider all pertinent cost factors, including any potential savings on the administrative expense that would be incurred if the local government initiated its own competitive bidding or best value process.
- Documentation. Local governments should maintain appropriate documentation to allow for a thorough review of the decision to use this exception to competitive bidding by local government officials, external auditors and taxpayers. This documentation may include such items as copies of the contract, analysis of the contract to ensure it meets the three prerequisites stated above, and cost savings analysis including consideration of other procurement methods.

Procurements Below the Bidding Monetary Threshold; Policies and Procedures

As noted, GML § 103 (16) provides an exception to the requirements of subdivision one of that section. However, procurements that are below the monetary thresholds set forth in Section 103 (1)¹⁴ (or otherwise fall within another exception, such as emergency purchases)¹⁵ already are exempt from the requirements of GML § 103. Those procurements, instead, are subject to the local government’s own procurement policies and procedures adopted pursuant to GML § 104-b. Therefore, whether a local government may make purchases that are below the statutory thresholds by “piggybacking” on contracts let by governmental entities listed in GML § 103 (16) will be governed by the local government’s own procurement policies.¹⁶

Please feel free to contact Mark Stevens in our Division of Legal Services (518-402-4437) with legal questions, and the State Comptroller's regional office that serves your local government with internal control and documentation questions.

End Notes

¹ See L 2014, ch 55, part G.

² NY Senate and Assembly Memos in Support of S. 5525-C/A. 8034-C, 2012. The amendment also states that the authority provided in GML § 103 (16) does not relieve any obligation of the local government to comply with any applicable M/WBE business enterprise mandates and the preferred source requirements of State Finance Law § 162.

³ In 2011, the GML was amended to permit political subdivisions to participate in two specific federal contract extension programs ("Supply Schedule 70" and "Section 1122") as exceptions to the requirements of GML § 103 (GML §§ 103 [1-b], 104 [2]). GML § 104 (2) was further amended by chapter 497 of the Laws of 2013 to provide that political subdivisions, as exceptions to the requirements of GML § 103, may make use of several additional federal programs made available to local governments (local preparedness acquisition act ["Schedule 84"]; section 833 of the John Warner national defense authorization act for fiscal year 2007; and federal supply schedule usage act of 2010). These exceptions, which are separate from, and not subject to the prerequisites of GML § 103 (16), are scheduled to sunset on July 31, 2019 (see L 2014, ch 55, part G). Any other federal contracts are subject to the prerequisites of GML § 103 (16).

⁴ The "lowest responsible bidder" requirement dictates that the contract award is made to the low price bidder who is determined to be a responsible bidder (see e.g. AAA Carting v Town of Southeast, 17 NY3d 136). As an alternative to lowest responsible bidder awards, GML § 103 allows political subdivisions, by local enactment, to make awards of certain purchase contracts to "responsive and responsible" vendors on the basis of "best value," as defined in State Finance Law § 163. "Best value" is defined in State Finance Law § 163 as a basis for awarding a contract to the offerer which optimizes quality, cost and efficiency among responsive and responsible offerers, reflecting, whenever possible, objective and quantifiable analysis. The definition of "best value" provides that "[s]uch basis may also identify a quantitative factor for offerers that are small businesses or certified minority- or women-owned business enterprises as defined in subdivisions one, seven, fifteen and twenty of section three hundred ten of the executive law to be used in evaluation of offers for awarding of contracts for services." Political subdivisions, other than New York City, are required to first authorize the use of best value awards by local law, or in the case of district corporations (e.g. fire districts), school districts and BOCES, by rule, regulation, or resolution. The amendments to GML § 103 which added the best value option (L 2011, ch 608 as amended by L 2012, ch 2) distinguished the best value process from competitive bidding, referring to the best value process as a "competitive offering" (GML § 103 [1-a], [4], [6], [7]; see also GML § 103, section heading).

⁵ See e.g. Stocker v Sheehan, 13 AD3d 1.

⁶ See e.g. AAA Carting v Town of Southeast, 17 NY3d 136; Associated General Contractors v New York State Thruway Authority, 88 NY2d 56; Jered v NYCTA, 22 NY2d 187; see also GML § 100-a.

⁷ See GML § 103 (2).

⁸ See GML §§ 103 (1), (5).

⁹ See e.g. AAA Carting v Town of Southeast, 17 NY3d 136; Browning-Ferris v City of Lackawanna, 204 AD2d 1047; Progressive Dietary v Wyoming County, 90 AD2d 214; Matter of L & M Bus Corp. v New York City Dept. of Educ., 17 NY3d 149; Gerzof v Sweeney, 16 NY2d 206.

¹⁰ See State Finance Law § 163 (9) (b); see also footnote 12 for a discussion on non-price factors.

¹¹ Whether a bidder or offerer is "responsive" involves a factual, case by case examination into a bidder's background, assessing factors such as a bidder's capacity and financial ability to complete the contract, accountability, reliability and integrity (see e.g. DeFoe v New York City, 87 NY2d 754; Abco Bus v Macchiorola, 75 AD2d 831 *rev'd on dissent* 52 NY2d 938; State Finance Law § 163 [1] [c]). The New York Court of Appeals has held that, as a matter of due process, a bidder is entitled to reasonable notice and a timely and adequate opportunity to be heard before a determination of non-responsibility is made (LaCorte v County of Rensselaer, 80 NY2d 232). In addition, the New York courts have distinguished between the case by case determination of responsibility and the authority to debar or suspend bidders from future contracts (see e.g. Callanan v White, 118 AD2d 167 *lv denied* 123 AD2d 462 and 69 NY2d 601). There is only limited authority in New York to debar bidders from future contracts (e.g. Labor Law § 220-b, 235). There is, however, authority for bidders on contracts for public work to be "pre-qualified" under certain circumstances (GML § 103 [15]). For purposes of a contract that has been awarded on the basis of best value, a "responsive" offerer is an offerer meeting the minimum specifications or requirements as

prescribed in the procurement solicitation (see State Finance Law § 163 [1] [d]). Consistent with the best value requirements of GML § 103, no political subdivision, other than New York City, may use a contract awarded on the basis of best value unless the political subdivision has first adopted a local law, rule, regulation or resolution, as the case may be, in accordance with GML § 103 (1), authorizing the use of best value for awarding purchase contracts.¹² GML § 103 (1); SFL § 163 (1) (j). With respect to whether a contracting entity has let a contract on the basis of best value in a manner consistent with GML § 103, the contracting entity may have considered non-price factors when awarding the purchase contract, such as reliability of a product, efficiency of operation, difficulty/ease of maintenance, useful lifespan, ability to meet needs regarding timeliness of performance, and experience of a service provider with similar contracts. To ensure that, whenever possible, there has been an objective and quantifiable analysis consistent with the requirement under GML § 103 (1) and SFL § 163 (1) (j), as a rule, the contracting entity should have used a cost-benefit analysis or other similar process to demonstrate quantifiable value or savings from non-price factors that offset the price differential of the rejected lower price offer (see e.g. Matter of Transactive v New York State Department of Social Services, 236 AD2d 48 affd on other grounds 92 NY2d 579. If the contracting entity let the best value contract based on criteria that was not objective and quantifiable, some form of justification should be provided (see State Finance Law § 163 [9] [a]).

¹³ For example, an out-of-State contract may require advance payment to the vendor. With limited exceptions, local governments may not pay a claim for goods or services prior to audit and approval by the claims auditing body or official, or prior to the receipt of goods or services (see e.g. Town Law § 118; Village Law § 5-524 [4]; County Law § 369 [2]; Education Law § 1724; 8 [A-2] NYCRR § 170.2 [k]). Therefore, such a clause may conflict with New York State statutes.

¹⁴ The monetary threshold is \$20,000 for purchase contracts, and \$35,000 for contracts for public work, calculated as prescribed in GML § 103 (1).

¹⁵ See GML § 103 (4).

¹⁶ GML § 104-b generally requires that the procurement policies and procedures provide for obtaining alternative proposals or quotations when a procurement is not subject to bidding requirements (GML § 104-b [2] [b]). The procurement policies, however, may set forth circumstances when, or types of procurements for which, in the sole discretion of the governing body, the solicitation of alternative proposals or quotations will not be in the best interest of the local government (GML § 104-b [2] [g]). Local officials should undertake the same type of cost-benefit analysis and documentation as discussed above before permitting an exception to the local government's procurement policies and procedures for these contracts. Local officials also should review and, as necessary, update the policies and procedures to ensure that use of this new exception for procurements above the bidding threshold is consistent with the relevant policies and procedures, and that provisions for cost savings justification and documentation to support the use of "piggybacking" as an exception to bidding are incorporated.

RESOLUTION

UPDATING THE PROVISIONS OF THE
MASTER FEE SCHEDULE OF THE VILLAGE OF TARRYTOWN
IN RELATION TO FILMING PERMITS

BE IT RESOLVED, that the Village of Tarrytown Filming Permit Fees are revised as follows:

- Daily filming fee for Filming on Public Property during approved hours: \$2,500 for the first day, and \$500 for each additional day thereafter
- Daily filming fee for Filming on Private Property during approved hours: \$1,500 for the first day, and \$500 for each additional day thereafter
- Early start fee, both public and private, for filming before approved hours: Addl. \$500 per day
- Late fee, both public and private, for filming after approved hours: Addl. \$500 per day

Local Law Number __ of 2017

A local law to amend Tarrytown
Village Code Chapter 157 entitled
Filming to update language
regarding filming regulations,
filming times and update penalty
provisions

Be it enacted by the **Board of Trustees** of the **Village of Tarrytown** as follows
(language in **Bold and Underlined to be added**, language in ~~striketrough to be
deleted~~):

Section 1. Chapter 157-2. Filming on private property, Part A. is deleted in its entirety and the following language is enacted:

§ 157-2. Filming on private property.

A. No commercial, movie, television program, documentary or similar presentation or any portion thereof shall be filmed, videotaped, recorded or otherwise made on any private property in the Village of Tarrytown without first obtaining a permit. **A permit shall be required for the running of cable, the placing or storing of equipment of any kind, the parking of vehicles or any other film-related activity for the purpose of making films.** Filming in any district zoned residential (R or M Zones) shall be permitted subject to the following conditions:
[Amended 11-1-1993 by L.L. No. 11-1993; 11-7-1994 by L.L. No. 11-1994]

(1) ~~The property must be at least two acres in size.~~

(2) (1) All vehicles associated with the filming must be contained on the site and not parked on any Village street or private road. **If vehicles or equipment are placed on public streets, the public filming fee shall apply.**

[Amended 12-20-2010 by L.L. No. 19-2010]

(3) (2) **Use of any vehicles with any audible alarm or warning device** Travel on local streets to the site is restricted to the hours of 8:00 a.m. to 8:00 p.m.

Section 2. Chapter 157-2. Filming on private property, Part D. Sub. (3) is deleted in its entirety and the following language is enacted:

(3) Filming shall not be conducted prior to 7:00 a.m. or after 10:00 p.m. Filming may be permitted **before 7 a.m. or** after 10:00 p.m. provided proof is submitted to the Village Administrator that there will be no impact upon anyone outside of the location where the filming is to occur, **and an additional fee set by the Board of Trustees is paid to the Village of Tarrytown for either early start or late completion. Filming past 12 a.m. Midnight will incur filming fees for another day.** The Village Administrator may extend the hours of filming

to 12:00 midnight subject to any additional conditions and additional fees deemed necessary and appropriate. Should permission be granted for filming after 10:00 p.m. and it is determined that there is an impact upon anyone from the filming, the filming shall be immediately shut down by the Village.

Section 3. Chapter 157-2. Filming on private property, Part D. Sub. (4) is deleted in its entirety and the following language is enacted:

(4) Equipment used in connection with such filming, including but not limited to lights, generators and related equipment, shall not be set up or operated at the location described in the permit application prior to 7:00 a.m. or after 10:00 p.m., subject to the exception noted in Subsection D(3) hereinabove. **Exceptions may be allowed for silent or low-decibel (under 70 db) equipment.**

Section 4. Chapter 157-3. Filming on public property, Part E, Sub (1) is deleted in its entirety and the following language is enacted:

E. Operational limitations.

(1) Filming shall not be conducted prior to 6:00 a.m. or after **10 p.m. Filming ay be permitted before 6 a.m. or until** 12:00 midnight. ~~Filming may be permitted after 12:00 midnight~~ provided proof is submitted to the Village Administrator that there will be no impact upon anyone outside of the location where the filming is to occur. The Village Administrator may extend the hours of filming to 2:00 a.m. subject to any additional conditions and additional fees deemed necessary and appropriate. **Filming starting before 6 a.m. or continuing after 10 p.m. shall incur an additional fee set by the Board of Trustees, and shall be paid to the Village of Tarrytown for either early start or late completion. Filming past 12 a.m. Midnight will incur filming fees for another day.** Should permission be granted for filming after 12:00 midnight and it is determined that there is an impact upon anyone from the filming, the filming shall be immediately shut down by the Village.

Section 5. Chapter 157-8. Penalties for offenses is deleted in its entirety and the following language is enacted:

§ 157-8. Penalties for offenses.

A. Penalties shall be as provided in Chapter 1, General Provisions, Article II. **applied within a 12-month time frame (not calendar year) as follows:**

First Offense: Fine up to one thousand dollars (\$1,000) per day.

Second Offense: Fine up to two thousand five hundred dollars (\$2,500) per day.
Third Offense: Fine up to four thousand dollars (\$4,000) per day and filming privileges may be suspended up to thirty (30) days.

B. In addition to the penalties noted in Subsection A hereinabove, the Village may also revoke the permit.

Section 6: Severability

If the provisions of any article, section, subsection, paragraph, subdivision or clause of this local law shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any article, section, subsection, paragraph, subdivision or clause of this local law.

Section 7: Effective Date

This local law shall take effect immediately upon filing in the office of the New York State Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

Air BnB ideas

- 1) Parking must be considered: must demonstrate availability of parking either on site (or on nearby site) or located in neighborhood in which parking is readily available (village may have to designate parking-problem neighborhoods where on-site parking is required). There doesn't seem to be a way to deal with notion that some renters won't have cars, but I'm open to ideas.
- 2) One airbnb unit only per site for 1-4 family.
- 3) Renting of apartments allowed, subject to max# requirement (below) and landlord (condo?) notification
- 4) Maximum # rental occurrences (25 maybe). Must be serious \$ penalties and license suspension for violation.
- 5) Electronic notification to building department of each rental (automatically through Airbnb if possible) required perhaps
- 6) Hotel occupancy tax collected
- 7) Registration fee (\$100?)
- 8) Though tempting, no requirement that owner be present, if only because people ought to be able to rent their home if they go away (and enforcement problem).
- 9) Fire safety inspection required
- 10) Insurance requirement with Village named on insurance (?)

Christian Aepi - 914-643-7707

Friday, June 9, 2017

RECEIVED

JUN 13 2017

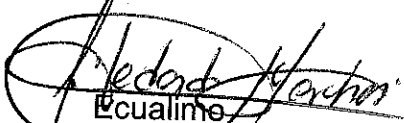
TARRYTOWN VILLAGE CLERK

Dear Board Members / Trustees,

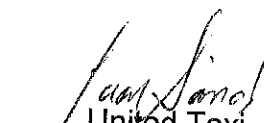
The purpose of this letter is to inform and provide information regarding the rates and fees that are currently established and used by the taxi companies in the Village of Tarrytown. We, the taxi companies that are currently providing car service to the village have joined and discuss that a price increase on the current rates are necessary. We feel that the current rates are outdated and inequivalent to the costs that we spend in order to provide taxi service. We believe that the cost to have a car eligible to work providing service has increase due to cost on maintenance, gas, permits and insurance. Since we have become aware that the village is considering increasing the current rates, we want to provide some price suggestions to be considered for the new rates. We feel that our price suggestions are very reasonable and justifiable to benefit everyone. All we ask is that our rates are taken into consideration and analyze before any decision is taken on behalf of the village. All the taxi companies listed in this letter have agreed to all the price suggestions given and also to acknowledge and respect any changes made by the village. We feel that with a price increase everyone would be content and better service would be provided to everyone. Our hope is that the price is increased and to have a positive outcome that benefits both parties move forward. Along with this letter we are providing a price list that we have compose for you to review. We appreciate your time and consideration to take into account our suggestions. We kindly thank you beforehand and hope to hear back from you with a positive response.


Yours truly,

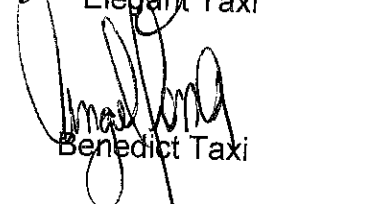

Tarrytown Taxi


Ecuallimo


Vic Taxi


United Taxi


Elegant Taxi


Benedict Taxi


Sleepy Hollow Taxi


Lina Taxi

Executive Taxi

All County Taxi