



AGENDA
SEPTEMBER 16, 2015
BOARD OF TRUSTEES
VILLAGE OF BRIARCLIFF MANOR, NEW YORK
REGULAR MEETING – 8:00 PM

Board of Trustees Announcements

Village Managers Report

Public Comments

1. Authorize Village Manager to Enter into a Cooperative Purchase Agreement with the Town of Mount Pleasant
2. Authorize Village Manager to Execute an Agreement with Bilotta Construction
3. Minutes
 - September 2, 2015

THE NEXT REGULAR BOARD OF TRUSTEES MEETING WILL BE OCTOBER 7, 2015 AT 8:00PM

VILLAGE OF BRIARCLIFF MANOR
BOARD OF TRUSTEES AGENDA
SEPTEMBER 16, 2015

**1. AUTHORIZE VILLAGE MANAGER TO ENTER INTO A COOPERATIVE
PURCHASE AGREEMENT WITH THE TOWN OF MOUNT PLEASANT**

BE IT RESOLVED, that the Board of Trustees does hereby authorize the Village Manager to enter into a Cooperative Purchasing Agreement for FY 2015-2016 with the Town of Mount Pleasant for the purpose of purchasing highway construction materials.

INTERMUNICIPAL AGREEMENT

Cooperative Highway Construction Materials Bidding

THIS AGREEMENT made as of this day ____ of _____, 2015, by and between the Village of Briarcliff Manor, having its offices at 1111 Briarcliff Manor Road, Briarcliff Manor, New York 10510 (“Briarcliff Manor”), and the Town of Mount Pleasant, 596 Columbus Avenue, Thornwood, New York 10594 (“Mt. Pleasant”) both of which are municipal corporations of the State of New York and collectively referred to herein as the “Municipalities”.

WHEREAS, the Municipalities are each in need of construction materials in connection with certain work to be performed on their respective roadways; and

WHEREAS, the Municipalities wish to cooperate in the issuance of a joint Bid for Highway Construction Materials; and

WHEREAS, such cooperation is consistent with and in furtherance of the Property Tax Freeze Credit Law established by the New York State Division of Budget in 2014, which encourages local governments to generate long-term tax relief for New York State taxpayers by, in part, sharing services; and

WHEREAS, it is in the best interest of the Municipalities to enter into an inter-municipal cooperative agreement in regard to the sharing of any expenses related to the preparation and issuance of such Bid; and

WHEREAS, Article 5-G of the General Municipal Law allows local governmental units to make the most efficient use of their powers by enabling them to cooperate with other governmental units on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental

organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities;

NOW THEREFORE, IT IS AGREED that the Municipalities agree as follows:

1. Briarcliff Manor and Mt. Pleasant each hereby authorizes its staff to participate in the preparation and issuance of a bid for highway construction materials for their collective highway construction and repair needs (the "Bid"); and

2. Upon issuance of the Bid, each Municipality's staff shall review all responses received and after due diligence, jointly recommend to their respective Municipal Boards, the lowest responsible bidder to be retained by both Municipalities.

3. Each Municipality shall determine in advance their respective needs in terms of highway construction materials, and pay its proportionate share of the costs of the issuance of the bid, and the contract to be awarded based upon the Bid.

4. Each of the signatories to this Agreement warrants and represents that each has the power and authority to enter into this Agreement and that their respective Municipal Boards have authorized execution of this Agreement. This Agreement may be executed in separate counterparts, each of which, when all counterparts have been delivered, shall constitute a complete original as to its signatories.

5. Any waiver of any provision of this Agreement or any right hereunder shall not be deemed a continuing waiver and shall not prevent or stop such party from thereafter enforcing such provision or right. The failure of any party to insist in any one or more instances upon strict performance of any of the terms or provisions of this Agreement by the other shall not be construed as a waiver or relinquishment for the

future of any such terms or provisions, but the same shall continue in full force and effect.

6. This Agreement contains the entire agreement between the parties as to its subject matter and it can be modified or changed only by writing executed on behalf of all of the parties hereto.

7. This Agreement shall be construed in accordance with and governed by the laws of the State of New York

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals as of this ____ day of _____, 2015.

Village of Briarcliff Manor

By: _____
Philip Zegarelli, Village Manager

Town of Mount Pleasant

By: _____
Carl Fulgenzi, Supervisor

VILLAGE OF BRIARCLIFF MANOR
BOARD OF TRUSTEES AGENDA
SEPTEMBER 16, 2015

**2. AUTHORIZE VILLAGE MANAGER TO EXECUTE AN AGREEMENT –
BILOTTA CONSTRUCTION**

BE IT RESOLVED that the Village Manager is hereby authorized and directed to execute on behalf of the Village an agreement with Bilotta Construction for bituminous road materials as per their proposal of \$91 per ton not to exceed a total project cost of \$400,000 with funding to be as follows:

Paving 12-13 Bond 2014	\$22,500	H.5110.201.13490
Paving 13-14 & 14-15 Bond 2014	\$165,500	H.5110.201.14490
CHIPS	\$212,000	A.5112.465



MEMORANDUM

August 31, 2015

To: Philip E. Zegarelli – Village Manager
From: David J. Turiano, P.E. *DAVITZ*
Re: **Bids for Bituminous Materials Laid in Place**

Pursuant to an IMA with the Town of Mount Pleasant (TMP) and the Village of Briarcliff Manor (VBM) dated August 29, 2013, the TMP Superintendent of Highways received bids for Bituminous Materials Laid in Place for the period June 1, 2015 through May 31, 2016. Seven (7) bids were received as shown on TMP spreadsheet, Exhibit 1.

The project includes the resurfacing of roads in the VBM all in accordance with the 2015/16 paving schedule, Exhibit 2, maintained by the Superintendent of Public Works. Please note that the roads listed are subject to change based on site conditions and other factors.

Historically, the Village has “piggybacked” its asphalt bid with the TMP in an effort to benefit from economies of scale. However, last year in the Fall of 2014 the Village issued its own bid. While last year’s project was very successful, the costs per unit were higher, in part, due to the smaller quantities. As a case in point, we “pulled” a lengthy portion of Scarborough Road from our project list due to the ConEd gas main work...still ongoing. As a result, there are unused fund allocations carried over to this year’s projects. Notwithstanding the high asphalt costs, we also utilized extensive “milling” of roads to have a better final road paving process. It should be noted that due to price reductions of oil-based products and distillates, we are receiving added price benefits. As part of our “Efficiency Study” and submission to the NYS Comptroller, we re-entered the price sharing program with the TMP in early 2015.

As indicated in Exhibit 1, the low bidder for this work is Bilotta Construction Corp. Bilotta Construction Corp. has successfully completed many projects for the VBM including paving projects. We have utilized their services extensively and have a high degree of comfort in their work product.

Based on the above, it is my recommendation that the VBM award the contract to Bilotta Construction Corp. of Rye, New York not to exceed the amount of \$400,000 that represents the VBM’s budget for this work as follows:

Name	Amount	Fund
Paving 12-13 Bond 2014	\$ 22,500.00 (net)	H.5110.201.13490
Paving 13-14 & 14-15 Bond 2014	\$165,500.00 (net)	H.5110.201.14490
CHIPS	\$212,000.00	A.5112.465
Total	\$400,000.00	

As noted above, please note that the State of New York Division of the Budget in 2014 established a Property Tax Freeze Credit Law. This law encourages local governments and school districts to generate long-term tax relief for New York State taxpayers by, in part, sharing of services. This can be accomplished by working with other municipalities on "big ticket" items. As evidenced by the lower prices, there are substantial savings through the Inter-municipal Agreement (IMA) that the Village will document from this project alone. This single shared pricing contract will provide the bulk "\$" benefit to VBM in achieving a 1% "Efficiency Savings" for this current budget cycle.

Please feel free to contact me if you have any questions with the above.

Attachments

Exhibit 2

VILLAGE OF BRIARCLIFF MANOR								
DEPARTMENT OF PUBLIC WORKS								
2015/2016 PAVING								
						ACCOUNTS AVAILABLE FOR PAVING:		
						Capital H.5110.201.13490	\$22,943.00	
						Capital H.5110.201.14490	\$167,965.00	
						CHIPS A.5112.465	\$212,000.00	
						TOTAL FUNDS AVAILABLE	\$402,908.00	
LOCATION	LENGTH	WIDTH	CUL-DE-SAC (Add 50 Ton each)	ESTIMATED \$95. TONNAGE/ ACTUAL	ACTUAL COST @ \$00.00/Ton	ASPHALT/MILL @ \$4./SY	M.P.T	GRAND TOTAL
Scarborough Road (Becker Lane → Fire House)	2400'	26'		750 /				
Central Drive (Pleasantville Road → Old Briarcliff Road)	4500'	20'		1100 /				
Central Drive (Loop Around Union Hall)	500'	24'		150 /				
Larch Road (Pleasantville Road → Cul-de-sac)	2350'	22'	YES	625 /				
Jackson Road (Simpson Road → Zuydhoek Road)	1500'	20'		250 /				
Simpson Road (Larch Road → Jackson Road)	700'	20'		175 /				
Macy Road (Redwood Lane → Holbrook Road)	650'	24'		200 /				
Redwood Lane (Macy Road → Meadow Road)	400'	24'		125 /				
Dogwood Lane (Pleasantville Road → Town Line)	800'	20'		200 /				
Dogwood Close (Dogwood Close → Cul-de-sac)	150'	20'	YES	75 /				
Old Briarcliff Road (Scarborough Road → Central Drive)	900'	24'		275 /				
TOTAL	14,400'			3,925 /	\$0.00	\$0.00	\$0.00	\$0.00

* Actual Cost

Contract Bid Price \$91/ton
Escalation - Oct. (- /ton) =

The Regular Meeting of the Board of Trustees of the Village of Briarcliff Manor, New York was held in the Village of Briarcliff Manor Village Hall, at 1111 Pleasantville Road, Briarcliff Manor, New York on the 2nd of September, 2015 commencing at 8:00 p.m.

Present

Lori A. Sullivan, Mayor
Mark Pohar, Deputy Mayor
Cesare DeRose, Jr. Trustee
Mark L. Wilson, Trustee
Bryan Zirman, Trustee

Also Present

Philip Zegarelli, Village Manager
Christine Dennett, Village Clerk
Clinton Smith, Village Counsel

Board of Trustees Announcements by Trustee Zirman

- The Library's Fall Brochure is online. Many programs are available.
- The Library will be open again on Sunday's.
- The Community Center Construction is ongoing
- School is almost back in session.
- There have been 582 fire calls to date this year. They are seeking EMS volunteers.
- A Joint 9/11 Memorial Service will be held at Engel Park in Ossining.
- The Annual Fire Inspection will be on October 24th.
- The Back with a Splash Pool Party will be on September 11th.
- Community Day is scheduled for September 12th with a rain date of September 19th.
- The new GaGa Court is open. It was done by Liam Morrissey as his Eagle Scout project.

Village Managers Report by Village Manager Zegarelli

- There are many projects going on throughout the Village.
- A meeting will be held with the Westchester County DOT regarding funding and the coordination of the intersection project of Route 9A and North State Road.
- The Con Edison gas work is slightly ahead of schedule.
- The Fall Recreation Programs are getting ready to begin. Visit the website for more information. www.briarcliffmanor.org
- The first half of Village Tax is at a 99% collection rate.

- The Comfort Station at the Club Field should be operational by the end of the Fall.

Public Comments

Ms. Ann Zimmerman of 319 Cedar Drive West stated she and a group of residents were concerned with the safety of the intersection at Cedar Drive West and Long Hill Road. She requested a response to their emails and letters.

Mayor Sullivan stated every letter and email was reviewed and the Board would look into the matter and respond when a conclusion was made.

Trustee DeRose stated the Board would look for the best solution.

Village Manager Zegarelli stated an analysis would be done.

Ms. Nancy Cohen of 14 Juniper Place stated she appreciated the Board looking into the matter and the residents had been sending in letters and emails since 2003.

Ms. Janet Marinachio of 34 Juniper Place stated it wasn't a new issue and the school changed the bus route out of concern. She further stated she believed the stop sign installed at Tuttle Road exacerbated speeding on Long Hill Road heading towards the train station.

Ms. Donna Herman of 42 Juniper Place stated she was instrumental in changing the bus route and requested a solution be found before a tragedy occurred.

The Board thanked the residents for bringing the matter to the public and assured them that they would look into it.

Budget Transfers – FY 2014-2015 and FY 2015-2016

Mayor Sullivan stated the Budget Transfers were to cover a recently settled contract with the PBA. She thanked Village Manager Zegarelli and Village Treasurer Rizzo for all their work.

Upon motion by Deputy Mayor Pohar, seconded by Trustee Wilson, the Board voted unanimously to approve the following resolution:

BE IT RESOLVED that the Board of Trustees does hereby authorize the following budget transfers for FY 2014-2015 and FY 2015-2016 in the General Fund:

POLICE RETRO FY 14-15

From:	A1990.499	Contingency	\$54,020.36
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To:	A3210.101	Salary	\$40,067.10
	A3210.102	Overtime	\$10,891.93
	A3210.850	FICA Medicare	\$3,061.33
		TOTAL	\$54,020.36

POLICE NEW HIRE FY 15-16

From:	A1990.499	Contingency	\$67,962.53
To:	A3210.101	Salary	\$53,132.02
	A3210.104	Holiday	\$1,859.62
	A3210.113	Uniform/Cleaning	\$670.00
	A3210.820	Health	\$7,272.45
	A3210.850	FICA	\$4,814.46
	A1990.498	MTA	\$213.98
		TOTAL	\$67,962.53

POLICE RETRO FY 15-16

From:	A3120.820	Retired PO Health	\$22,159.00
	A3120.850	Retired PO FICA	\$260.33
	A3120.104	Retired PO Holiday	\$4,634.85
	A3120.106	Retired PO Longevity	\$675.00
	A3120.113	Retired PO Uniform	\$1,400.00
		TOTAL	\$29,129.18
To:	A3210.101	Salary	\$21,653.62
	A3210.102	Overtime	\$2,488.41
	A3120.104	Holiday	\$2,892.10
	A3120.112	Off Duty Work	\$125.68
	A3210.850	FICA Medicare	\$1,969.37
		TOTAL	\$29,129.18

POLICE NEW HIRES FY 15-16

From:	A3120.850	Retired PO FICA	\$2,111.17
	A1990.499	PO 3 in Contingency	\$55,759.72
	A1990.499	Retro in Contingency	\$48,800.00
	A3120.840	Retirement	\$32,037.88
		TOTAL	\$138,708.77
To:	A3210.101	Salary	\$138,708.77

Adjournment

The Board wished everyone a Happy Labor Day.

The next regular meeting of the Board of Trustees will be on Wednesday, September 16, 2015 at 8:00pm.

Upon motion by Trustee Wilson, seconded by Trustee DeRose, the Board voted unanimously to adjourn into Executive Session to discuss a legal matter at 9:00pm and adjourned the regular meeting immediately thereafter.

Respectfully Submitted By,

Christine Dennett
Village Clerk