

**Sleepy Hollow Local Development Corporation Meeting
Monday, October 26, 2015 at 7:00p.m.
28 Beekman Avenue**

AGENDA

- 1 – Declare SEQRA Lead Agency (David Smith)
- 2 – Discuss Site Plan Process for East Parcel (Dolph Rotfeld)
- 3 – Update on Viaduct and Bridge Project (David Weiss)
- 4 – Approval of Minutes (October 5, 2015)

**Minutes of the Sleepy Hollow
Local Development Corporation**

A meeting of the Sleepy Hollow Local Development Corporation was held on Monday, October 26, 2015 at 7:00 P.M. at Sleepy Hollow Village Hall, 28 Beekman Avenue, Sleepy Hollow, NY.

Present: David Schroedel (Chair)
 Kenneth G, Wray
 Teresa Oeste
 Michael Dawley
 Anthony Scarpati

Also Present: Clinton Smith, Esq
 Anthony Giaccio, CEO
 Joan Bucci, Secretary
 David Smith, Planning Consultant
 Dolph Rotfeld, Engineering Consultant

The meeting was called to order at 7:00 p.m.

APPROVAL OF MINUTES – Approval of the October 5, 2015 minutes were tabled.

LEAD AGENCY DECLARATION – The directors reviewed a draft resolution prepared by Planner, David Smith (attached). The resolution is for the LDC to declare its intent to be lead agency under SEQRA for the redevelopment of the east parcel. Mr. Smith summarized the SEQRA process. He said that even though the LDC will be lead agency, the Village Board and Planning Board will have authority over the approval process. He explained that a scoping document and findings statement will need to be prepared. The directors asked about the timeframe of the SEQRA process. Mr. Smith said it will take between 6 and 9 months and will include public hearings. Mr. Giaccio and Ms. Bucci will work with Mr. Smith to get notices out to the involved and interested agencies.

Motion was made by Mr. Wray, seconded by Mr. Scarpati to approve a resolution declaring the LDC's intent to be lead agency under SEQRA for the redevelopment of the east parcel. Motion carried. 5-0

EAST PARCEL SITE PLAN PROCESS – Dolph Rotfeld outlined the process of creating a site plan for the east parcel. He said he will need an updated topographical survey to address flooding concerns and utilities. He said that a topographical survey will cost \$15,000. Mr. Schroedel said that Mr. Rotfeld should make sure that there isn't a current survey available. The directors were in consensus that a survey is needed to complete a site plan design.

Motion was made by Mr. Wray, seconded by Mr. Scarpati to approve spending up to \$15,000 for a topographical survey for the purposes of designing a site plan for the east parcel. Motion carried. 5-0

ENGINEER'S PRESENTATION OF VIADUCT AND BRIDGE PROJECT – Engineer, David Weiss from WSP Engineering gave an update on the viaduct and Continental Bridge projects. Mr. Weiss provided revised sketches of the proposed Continental Street Bridge. He also provided cost estimates. The directors discussed the pros and cons of the bridge location. They also discussed the costs and benefits of the project. The next step is to set up a meeting with Metro North to discuss what permits are required to construct a bridge over the tracks.

RETAINER AGREEMENT FOR AUDITOR – The directors discussed approving a retainer agreement for O'Conner Davies Auditing Firm. Mr. Schroedel said that an auditing firm is needed to complete annual audits as required by law. Mr. Scarpati had reviewed the retainer agreement on behalf of the directors and recommended approving the agreement. Mr. Wray said that the company he works for also uses O'Conner Davies and he plans on recusing himself from this agenda item.

Motion was made by Ms. Scarparti, seconded by Mr. Dawley, to approve a retainer agreement with O'Conner Davies Auditing Firm subject to the approval by the attorney. Motion passed 4-0-1 (Mr. Wray abstained).

JOINT PLANNING MEETING – Mr. Schroedel announced that there will be a joint meeting between the Planning Board and Local Development Corporation on November 12, 2015 at 7:00PM.

At 9:15, a motion was made by Mr. Wray, seconded by Mr. Dawley, to go into executive session to discuss legal matters. Motion carried.

Motion was made by Mr Scarpati, seconded by Mr. Wray, to come out of executive session. Motion carried.

The next LDC meeting will be on December 7, 2015 at 7:00pm at Sleepy Hollow Village Hall.

Respectfully submitted,



Anthony Giaccio