

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

A meeting of the Sleepy Hollow Local Development Corporation was held on Tuesday, August 23, 2016 at 7:00 P.M. at Sleepy Hollow Village Hall, 28 Beekman Avenue, Sleepy Hollow, New York.

**Present:** Anthony Scarpati  
Michael Dawley  
David Schroedel  
Teresa Oeste-Villavieja

**Absent:** Ken Wray

**Also Present:** David Rothman, Harris Beach  
David Smith, Planning & Development Advisors  
Joan Bucci, Acting Secretary

Sleepy Hollow Local Development Corporation held a meeting simultaneously with the Village of Sleepy Hollow Board of Trustees meeting for purposes of a joint Public Hearing on the East Parcel DEIS.

Following the opening of the Board of Trustees Meeting at 7:00 p.m. and the subsequent reading of their Public Hearing Notice, Mayor Wray recognized SHLDC Chairman Schroedel, who called the SHLDC Meeting to order and asked Acting Secretary, Joan Bucci to read the Public Hearing notice. Chair Schroedel then asked that for purposes of expediency Mayor Wray be recognized as Chair for the LDC for purpose of conducting the Public Hearing. Mayor Wray introduced David Smith of Planning and Development Advisors. David Smith presented the DEIS and summarized the process of SEQRA. He also stated that a copy of the DEIS is available in the Village Clerk's office at Village Hall, at the Warner Library and on the Village website [www.sleepyhollowny.gov](http://www.sleepyhollowny.gov).

Mayor Wray thanked Mr. Smith for his presentation. Mayor Wray reminded the public that comments made during the Public Hearing would not be answered or commented on but gathered and formally answered in writing through the SEQRA process and resulting FEIS. He then opened the Public Hearing up to residents who would like to comment asking that they state their name and address.

Public comments were recorded by a stenographer and a response to each substantive comment will be available in the FEIS.

Mayor Wray stated that September 12<sup>th</sup> and September 20<sup>th</sup> at 7:00 p.m. are the next two Public Hearings for the DEIS. All are welcome to attend. The public is able to submit in writing any comments or questions to the Village Clerk through September 30, 2016.

The Village of Sleepy Hollow Board of Trustees moved to adjourn their Public Hearing at 8:12 p.m., followed immediately by the SHLDC Board moving to adjourn their Public Hearing.

The LDC then moved their regular meeting to an adjacent room.

**MINUTES APPROVAL** – Director Dawley moved to accept the minutes of the August 8, 2016 meeting as read. Seconded by Director Oeste-Villavieja. Motion was carried 3-0 (Director Scarpati abstained).

**VIADUCT APPRAISAL** – Chair Schroedel presented the 2 quotes received. After discussion it was noted that the procurement policy required a 3<sup>rd</sup> quote. Awarding the contract was tabled.

**SECURITY FENCE BIDS** – Chair Schroedel presented the 3 quotes received. Following discussion Director Scarpati moved to award the provision of a security fence to Yaboo Fence subject to clarification of electrical. Director Oeste-Villavieja seconded. Motion was carried 4-0.

**JUDLAU UPDATE** – Chair Schroedel stated that contracts have been signed, insurance received and payments have been received.

**HISTORIC HUDSON VALLEY** – The parking schedule for the month of October was distributed.

**AUTHORIZE CONTRACT WITH CONSULTANT, KEVIN HYLAND** – Will move to Executive Session to discuss this personnel matter.

**NEW SOURCE OF FILL AND PROPOSAL** – Westchester County Medical Center has 20,000 yards of fill for free, including trucking. Chair Schroedel and CEO Giaccio are in discussion with them.

**REVIEW OF RFP'S FOR TRUCKING NYCDEP FILL**, - Chair Schroedel discussed that in light of the above potential opportunity for free fill which would not require trucking the LDC's filling needs had changed. Director Dawley moved to reject all bids and to communicate with the parties who submitted. Director Scarpati seconded. Motion was carried 4-0.

**OLD/NEW BUSINESS** – Chair Schroedel reported the license of QuickBooks Online at the recommendation of the Auditors. The Auditors were requested to set up the chart of accounts that would coincide with the PARIS Budget. Chair Schroedel discussed the need for monthly financial statements such as profit and loss statements and also to the hiring of Acting Secretary, Joan Bucci to also be hired as the Bookkeeper. Chair Oeste-Villavieja moved to hire Joan Bucci for the budgeted annual amount of \$6,000.00 as Bookkeeper for the LDC. Director Dawley seconded. Motion was carried 4-0.

Chair Schroedel distributed the Auditor's report to all Board members. Director Dawley requested that O'Connor Davies attend the next LDC Board meeting to discuss the report. Village CFO Sara DiGiacomo will be asked to contact them.

David Smith, Planning & Development Advisors, presented the past request and consideration for a rendering of the East Parcel. After discussion it was recommended that it be tabled for now and wait until the FEIS phase.

**EXECUTIVE SESSION** – Director Dawley moved at 9:05 p.m. to go into Executive session for a personnel matter. Seconded by Director Oeste-Villavieja. Motion was carried 4-0. Motion was made at 9:37 by Director Dawley to come out of Executive Session. Seconded by Director Oeste-Villavieja. Motion was carried 4-0.

Motion was made by Director Scarpati to hire consultant Kevin Hyland, of Westchester Development Solutions, Inc., to serve as a consultant to the LDC for the period commencing Monday August 29<sup>th</sup> and expiring December 31, 2016 unless otherwise amended at the rate of \$4800.00 per month. Seconded by Director Dawley. Motion was carried 4-0.

A motion was made by Director Dawley to adjourn the meeting at 9:38 p.m. Seconded by Director Oeste-Villavieja. Motion was carried 4-0.

Respectfully submitted,

  
Joan Bucci  
Acting Secretary