



AGENDA
TUESDAY FEBRUARY 7, 2023
BOARD OF TRUSTEES
WILLIAM J. VESCIO COMMUNITY CENTER
1 LIBRARY ROAD
WORK SESSION – 6:00 PM

For those members of the public interested in viewing and/or participating in the meeting remotely, visit <https://www.briarcliffmanor.gov/mayor-board-trustees/events/33126>

1. Review Agenda Items:
 - a. [Public Hearing Special Use Permit Amendment Request – 620 Sleepy Hollow Road -Sapphire HC Realty, LLC - Briarcliff Manor Center for Rehab and Nursing](#)
 - b. Public Hearing Special Use Permit Amendment Request – Morrell and Company the Wine Emporium LTD, 600 Albany Post Road
 - c. Public Hearing to Renew a Special Use Permit – American Anglican Church Diocese of the Holy Innocents – 680 Albany Post Road
 - d. Election Resolution for Annual Village Election 2023
 - e. Election Inspectors for Village Election March 21, 2023
 - f. Authorize Village Manager to Execute an Agreement with the Town of Ossining – Tax Issue at 1050 Pleasantville Road
 - g. Renaming of Horticultural Advisory Committee and Environmental Sustainability Advisory Committee
 - h. Schedule a Public Hearing to Amend Chapter 202-7, Tree Preservation Board
 - i. Award of Bid – HVAC
 - j. Appointment of Police Officer
2. Executive Session: Personnel
3. Discuss: PBA Donation of Motorcycle
4. Discuss: Pocantico Lake Development
5. Update: The Club EMS
6. Discuss: Sanitation Changes
7. Discuss: Fire Siren
8. Discuss: Motor Vehicle Towing
9. Discuss: Youth Center Budget
10. Discuss: Scheduling Special Work Sessions (Budget and Tri-Village Consolidation Study Presentation
11. Board of Trustees Concerns

VILLAGE OF BRIARCLIFF MANOR
1111 PLEASANTVILLE ROAD
BRIARCLIFF MANOR, N.Y. 10510



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MEMORANDUM

TO: Mayor and Village Board
FROM: Josh Ringel, Village Manager
CC: Police Chief
DATE: February 3, 2023
RE: PBA Donation of Motorcycle

The PBA of Briarcliff Manor would like to begin a fundraising campaign for the purchase of a 2nd Police Motorcycle. The Chief had previously asked me if the Village would purchase, to which I declined. The purchase of said motorcycle would be approximately \$15,000. They are looking to purchase a Harley (specification attached) as our mechanics are trained to work on them. Annual maintenance on the existing bike is less than \$1,000. The bikes are used for traffic enforcement, for details for fallen Police Officers, and as a recruitment and retention item for the department. With the hiring of John Conklin, we will have 5 total officers certified. There are two additional that would like to be trained when time and resources allow (full officer compliment).

As this would be a donation more than the limits prescribed in the attached policy, the Board would need to approve this donation formally once accepted. As the campaign to raise the funds will take time and effort, it is prudent that the BOT decide on this matter ahead of time so that they can redirect their efforts if the donation were not to be accepted.

HARLEY-DAVIDSON®

ELECTRA GLIDE®



Model shown with optional emergency equipment.

HIGHLIGHTS

- Mechanical Adjustable Actuation Clutch
- Limited 3 year, 60,000 mile factory warranty
 - Police Duty Use only
 - Fully Transferable
 - Expires at 3 years or 60,000 miles, whichever comes first

MODEL UNIQUE FEATURES

- RDRS Rider Safety Enhancements
 - Cornering Enhanced ABS (C-ABS)
 - Cornering Enhanced Electronic Linked Braking (C-ELB)
 - Cornering Enhanced Traction Control System (C-TCS)
 - Drag-Torque Slip Control System (DSCS)
 - Vehicle Hold Control (VHC)
 - Tire Pressure Monitoring System (TPMS)
- Handlebar with bar ends turned higher to provide more clearance to the operator's legs
- Fan-assisted oil cooler
- Batwing fairing
- Floating, dual-front open brake rotors
- Heated hand grips with adjustable six-setting heat control
- 2-1-2 exhaust with dual tapered mufflers
- Dual law enforcement blue license plate marker lamps (OEM standard)
- Pivoting footboards with heel/toe shift lever
- Daymaker® LED headlight
- Reflex™ Linked Brembo® Brakes with ABS
- 4-piston front and rear caliper
- Trigger switch activation allows approx. 15 minutes of power to police emergency equipment with ignition off
- Independent hazard warning switch
- Emergency light switch with 4 functions and individual indicator lights for: Off, Both Front and Rear On, Front On only, Rear On only
- Saddlebags with One-Touch latch, standard saddlebag guard and luggage locks, common with ignition key

DIMENSIONS

Length	94.7 in. (2405 mm)
Overall Width	37.8 in. (960 mm)
Overall Height	57.1 in. (1450 mm)
Seat Height	Laden* 27.3 in. (695 mm) Unladen 31.7 in. (805 mm)
Ground Clearance	5.3 in. (135 mm)
Rake (Steering Head)	26°
Fork Angle	29.25°
Trail	6.7 in. (170 mm)
Wheelbase	64 in. (1625 mm)
Fuel Capacity (warning light at approximately 1 gal.)	6 gal. (22.7 L)
Weight	<ul style="list-style-type: none"> • As Shipped 809 lb. (367 kg) • In Running Order 844 lb. (383 kg) • Gross Vehicle Weight Rating 1360 lb. (617 kg) • Gross Axle Weight Rating <ul style="list-style-type: none"> - Front 500 lb. (227 kg) - Rear 927 lb. (420 kg)

ENGINE

Engine	Milwaukee-Eight® 114 Engine
Valves	Pushrod-operated, overhead valves with hydraulic, self-adjusting lifters; four valves per cylinder
Bore x Stroke	4.016 in. x 4.5 in. (102 mm x 114 mm)
Displacement	114 cu. in. (1868 cc)
Compression Ratio	10.5:1

PERFORMANCE

Engine Torque ³ (per J1349):	
• North America	123 ft. lb. @ 3000 RPM (167 Nm @ 3000 RPM)
Lean Angle (per J1168):	
• Right	32°
• Left	32°
Fuel Economy* (EPA estimate - combined MPG)	43 mpg (5.5 L/100 km)

CHASSIS

Frame	Mild steel; tubular frame; two-piece stamped and welded backbone; cast and forged junctions; twin downtubes; bolt-on rear frame with forged fender supports; MIG welded.
Swingarm	Mild steel, two-piece drawn and welded section, forged junctions, MIG welded
Front Fork	49 mm Dual Bending Valve
Rear Shocks	Premium standard height hand-adjustable rear suspension
Wheels	Impeller Cast Aluminum
• Front	17 in. x 3 in. (432 mm x 76 mm)
• Rear	16 in. x 5 in. (406 mm x 127 mm)
Brakes	
• Caliper Type	32 mm, 4-piston front and rear
• Rotor Type (diameter x width):	
- Front (dual floating rotors)	11.8 in. x 0.2 in. (300 mm x 5.1 mm)
- Rear (fixed rotor)	11.8 in. x 0.28 in. (300 mm x 7.1 mm)
• Anti-lock Braking System	Standard
Suspension Travel	
• Front Wheel	4.6 in. (117 mm)
• Rear Wheel	3 in. (76 mm)

1 North America security system includes immobilizer; outside North America, the security system includes immobilizer and siren.

2 Measurement reflects 180 lb. (81.7 kg) operator weight.

3 Values shown are nominal.

4 The combined fuel economy numbers were derived using a combination of estimated city and highway values. Fuel economy estimates are derived from US EPA exhaust emission certification data on a sample motorcycle from the corresponding family under ideal laboratory conditions. Your actual fuel economy will vary depending on your personal riding habits, road and driving conditions, vehicle condition and maintenance, tire pressure, vehicle configuration (parts and accessories), and vehicle loading (cargo, rider and passenger weight). Break-in mileage may vary.

Visit H-D.com/Police for additional specifications and available color options.

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MEMORANDUM

TO: Mayor and Village Board
FROM: Josh Ringel, Village Manager
CC: Ed Torhan, Superintendent of Public Works
Vincent D'Addona, General Foreman
DATE: January 27, 2023
RE: Sanitation Changes for Consideration

The Superintendent, General Foreman and myself would like to bring to your attention several large-scale sanitation operational changes that could be made for the sake of efficiency purposes. These changes would not reduce the overall level of service, but would create a tradeoff for either the entire community, or sections of the community. Due the core nature of these changes and their overarching community impact, Board feedback is warranted and should be discussed in a Work Session.

Sanitation Department Make Up & Current Practice

To provide some context, the Sanitation Department is currently made of 6 Full-Time employees. Two Motor Equipment Operators (drivers of the large trucks) and 4 Sanitation Workers. Two Sanitation Workers go with one truck (three-man crew), one Sanitation Worker goes with another truck (two man crew) and a single Sanitation Worker acts on his own. On the main trucks, each individual handle waste, and the truck is moved in a "leap frog" fashion, with sanitation employees alternating driving between stops. All trucks provide "rear yard" pick up for any residents who request it. The small truck with the single worker provides the "rear yard" pick up to those residents with longer driveways. Note: we do not highlight or promote rear yard pick up: any substantial increase in rear yard pick up would result in additional staff and a truck.

Currently, almost all members of the community receive garbage pick-up twice a week. The only exception are 5 condominium communities outlined in Option 2. Select condos only receive recycling every other week, apart from 5th Wednesdays where we service the entire community (this is further detailed in Option 3).

Currently, recycle pick-up requires additional manpower from the highway division to accomplish the tasks as follows

Current Recycling Schedule for Highway Division			
	Regular (40 Days)	Holiday Work (8 days)	5th Wednesday (4 days)
Comingle	4.00	4.00	5.00
Brush	3.00	3.00	3.00
Paper	0.00	4.00	0.00
Bulk	0.00	1.00	1.00
Highway Employees	7	12	9
Percentage of Division	58%	100%	75%

As you can see, this redirects over 50% of the highway division every Wednesday to recycling and on holidays, the entire staff. As a result, limited to no highway work such as road repairs, drainage, street lights, tree work, sign repair, line stripping, beautification, roadside maintenance, skilled labor, etc. is not being completed one day a week.

Brush (all forms) is picked up bi-weekly (East Side 1 week, West Side 1 week) from April to November. On 5th Wednesdays we do both sides of the Village for brush.

For further context, below is how collection numbers have changed over the years

Garbage in Tons		Recycling - Cubic Yards	
2008 - 2012	3900	2008	800
2010 - 2013	3200	2020	1600
2014 - 2022	2900		
(-% Decrease)/% Increase	-25.64%		100%

Several options are noted below that could be implemented to save money, and redirect working power to increase efficiency, and thus save money indirectly.

Option 1: Switch to once a week garbage, once a week recycling

The Superintendent and General Foreman believe the 6-person sanitation crew could complete Village wide once per week garbage and Village wide recycling once per week, except holiday weeks. This would result in garbage being split into 3 sections (Monday, Tuesday, Wednesday) and then recycling would be picked up Thursday (paper) and Friday (comingle). All the routes would be re-drawn, but this should not be problematic per DPW.

While this is not a reduction of services, it does represent a trade-off from garbage to recycling.

This change would eliminate the need for 5th Wednesdays as there would be a normal schedule followed. Additionally, this change would not require any additional personnel other than what is already assigned to Sanitation, except for those days where persons are sick and/or taking vacation days.

Total Estimated Savings Weekly= \$120- \$370
Total Estimated Savings Annually=\$6,224 - \$19,251
Employees Redirected to Highway Functions – 1 MEO, 3 Laborers (cost savings); 5th Wednesdays – add 2-4 more employees redirected
Total Man Hours Redirected=1,568
Total Households Effectuated=100%

Option 2: Switch the Below Condos Garbage from Wednesdays to Thursdays

The following condos receive garbage pick up **only** once per week, on Wednesdays: Briar Bridge Manor (Edgewood Ln., Hungerford Rd. North, Candlewood Ct.), Briarcliff Commons (Colby Lane), Scarborough Glen (Glenwood Dr., Pheasant Woods Rd., and Briarwood Dr.), Trump National (Shadow Tree Ln. and Arrow Tree Ln.) Wyndcrest (Winterberry Ln. and Deer Tree Ln.). These homes represent approximately 308 units of the approximate 2,515 in the Village. They also receive recycling on Wednesdays every other week.

If we were to move just these homes, we could reduce the additional need for personnel on Wednesdays from 4 to 1. This would require these homes to put stuff to the curb two days per week, some weeks, instead of what they're accustomed to, one day per week. 5th Wednesdays would still exist in this scenario.

Total Estimated Savings Weekly= \$80-247
Total Estimated Savings Annually=\$4,150 – 12,834
Employees Redirected to Highway Functions – 1 MEO, 2 Laborers (cost savings);
Total Man Hours Redirected= 1,092
Total Households Effectuated=12.25%

Option 3: Combine Option 2 with alternating entire Village, Paper one week, comingle the next

This has the added benefit of providing *some type* of recycling to every household once a week. The tradeoff however is that it would increase a resident's trips to the curb to three every single week. Efficiency is gained here because of the amount of equipment on hand used for recycling purposes. This would eliminate the 5th Wednesday recycling.

Total Estimated Savings Weekly= \$1120 - \$3700
Total Estimated Savings Annually=\$6,224 - \$19,251
Employees Redirected to Highway Functions – 1 MEO, 3 Laborers (cost savings); 5th Wednesdays –2-4 more employees redirected
Total Man Hours Redirected= 1,568
Total Households Effectuated=100%

Option 4: Eliminate 5th Wednesdays, but no other changes.

Eliminating 5th Wednesdays alone provides a minimal savings. On 5th Wednesdays, 7 additional personnel are needed in Sanitation as compared to the normal 4. Elimination would redirect the 7 highway personnel generally assigned to this day.

Further, if this option were adopted AND option 2 were adopted, Sanitation crews would have no standard work to complete. These 3-4 days per year, Sanitation crews would either be assigned to assist with highway work, or more likely, assigned to wash down their trucks, and clean up the sanitation yard. The seven highway employees would be assigned to their normal highway related projects.

Total Estimated Savings per Occurrence = \$239 – 740

Total Estimated Savings Annually=\$718 - \$2,962

Total Man Hours Redirected= 147-196 (highway only), add 126-168 for Sanitation Workers

Total Households Effectuated=100%

Given the minimal impact due to the total number of occurrences, this option, on its own, is no longer recommended.

Option 5: Do nothing

Current practice results in additional cost, and man hours redirected from other work to complete basic services.

Next Steps

Next steps could include further discussion at work session, community survey, public outreach meetings, a community ad-hoc committee to investigate and support these efforts, and more.

If we would like to schedule for a work session please let me know as I would like to include DPW Leadership in the discussion.

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MEMORANDUM

TO: Mayor and Village Board
FROM: Josh Ringel, Village Manager
CC: Fire Chiefs
DATE: January 27, 2023
RE: House Siren Re-Activation February 10th

As you may be aware, the Village has historically had a house siren in operation at 1111 Pleasantville Road as a method used to alert our volunteer firefighters and volunteer EMS members to respond to calls for emergency service for numerous years. The house siren has been out of service since April 21' due to COVID supply chain issues. The house siren was finally repaired in December 22' and the Fire Department is gearing up to begin operating again effective Friday, February 10th.

With the re-introduction of the house siren, I worked with the Fire Chiefs to mitigate some previous concerns regarding its usage, and therefore several operational changes are being made to reduce the usage of the house siren, and therefore the reduce impact to residents:

- House siren tests will now occur weekly rather than daily, Fridays at 5 PM, pulling double duty as a test and signifying the end of the work week. This is a reduction of 313 annual activations.
- The house siren will only sound for EMS/Ambulance service on a 2nd call for EMS support. Based on Annualized 2022 data, this would result in a reduction of 941 annual activations. It is possible, due to County changes, that EMS house siren activations may be eliminated entirely (this almost certainly the case).
- The house siren will otherwise only operate for Fire calls.
 - It was recommended to explore only activating during structural fires and this was not technically feasible due to limitations with County Dispatch.
- The house siren will operate 7 AM to 9 PM, instead of the previous 7 AM to 11 PM. This would result in a further reduction of 40 annual activations.

- These changes combined are estimated to reduce the total number of activations yearly from 1,771 to 529, or an approximate 70.13% reduction, or about 1.5 activations per day on average.

This is a critical piece of emergency infrastructure for our Volunteer Fire Department operations that permits the quickest response possible in someone's time of need. It is also a necessary communication redundancy for our volunteer firefighters as the text system and tone system are not 100% accurate. It should be further noted that the County and Village also have zero control over third party phone carriers. Additionally, the County, when dispatching, cannot confirm if messages were properly sent and/or received. Anecdotally, I have personally been in the same room as the Chiefs and received the "text" call out prior to them receiving it – so the text dispatch system is not fool proof. The house siren acts as a redundant call out feature and ensures that every second counts accordingly.

Any questions regarding house siren usage can be addressed to both the Fire Chiefs (chiefs@briarcliffmanor.gov) and Village Manager (jringel@briarcliffmanor.gov).

Enclosure

Appendix 1 Siren Data for Other Jurisdictions

Appendix 1 Siren Data for Other Volunteer Jurisdictions

Dept	Siren	Times
Archville	YES	24/7
Pocantico		
North White Plains		
Thornwood	YES	24/7
Millwood	YES	24/7
Hawthorne	YES	07-19
Vista	YES	24/7
Sleepy Hollow	YES	24/7
Bedford Hills	YES	24/7
Irvington		
Pleasantville	YES	24/7
Valhalla	NO	
Briarcliff	YES	7-21
Croton	YES	07-23
Chappaqua	YES	07-23
Mount Kisco	YES	24/7
Hastings		
Ossining	YES	24/7
Elmsford	YES	08-20
Tarrytown	YES	24/7
Bedford	NO	
Ardsley VAC	YES	07-23
Somers	YES	Noon & STRU
Armonk	YES	07-23
Ardsley Fire	NO	