

CITY OF RYE

NOTICE

There will be a regular meeting of the City Council of the City of Rye on Wednesday, February 11, 2015, at 7:30 p.m. in Council Chambers at City Hall.

AMENDED AGENDA

1. Pledge of Allegiance.
2. Roll Call.
3. General Announcements.
4. Draft unapproved minutes of the regular meeting of the City Council held January 28, 2015.
5. Issues Update/Old Business.
6. Public Hearing to amend local law Chapter 176, "Energy Conservation", by amending Section §176-4, "Procedures for eligibility", to remove Subsection (D) which set a limit on the total of payments collected by the City.
7. Consideration to set a Public Hearing for February 25, 2015 to amend local law Chapter 177, "Taxation", Article XII, "Exemption for Historic Districts" by amending Section §177-79, "Definitions", to add a new definition for "Historic District" and amending the definition of "Landmark".
8. Resolution for the City of Rye to participate in the Westchester County Consolidated Government Efficiency Plan for the municipalities and special districts within Westchester County.
9. Residents may be heard on matters for Council consideration that do not appear on the agenda.
10. One appointment to the Rye Senior Advocacy Committee for a three-year term expiring January 1, 2018, by the Mayor with Council approval.
- 10A. One appointment to the Planning Commission to fill a term expiring January 1, 2016, by the Mayor with Council approval.
- 10B. One appointment to the Rye Cable and Communications Committee for a three-year term expiring January 1, 2018, by the Mayor with Council approval.
11. Authorize payment of the balance of the 2014/2015 Rye Neck Union Free School District taxes collected by the City to the School District.
Roll Call.
12. Appeal of denial of FOIL request by Timothy Chittenden.
13. Miscellaneous communications and reports.
14. New Business.

15. Adjournment.

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The next regular meeting of the City Council will be held on Wednesday, February 25, 2015 at 7:30 p.m.

** City Council meetings are available live on Cablevision Channel 75, Verizon Channel 39, and on the City Website, indexed by Agenda item, at www.ryeny.gov under “RyeTV Live”.

* Office Hours of the Mayor by appointment by emailing jsack@ryeny.gov or contacting the City Manager’s Office at (914) 967-7404.



CITY COUNCIL AGENDA

NO. 4

DEPT.: City Clerk

DATE: February 11, 2015

CONTACT: Dawn Nodarse

AGENDA ITEM Draft unapproved minutes of the Regular Meeting of the City Council held January 28, 2015, as attached.

FOR THE MEETING OF:

February 11, 2015

RYE CITY CODE,

CHAPTER

SECTION

RECOMMENDATION: That the Council approve the draft minutes.

IMPACT: ☐ Environmental ☐ Fiscal ☐ Neighborhood ☒ Other:

BACKGROUND: Approve the minutes of the Regular Meeting of the City Council held January 28, 2015, as attached.

DRAFT UNAPPROVED MINUTES of the
Regular Meeting of the City Council of the City of
Rye held in City Hall on January 28, 2015 at 7:30
P.M.

PRESENT:

JOSEPH A. SACK Mayor
LAURA BRETT
KIRSTIN BUCCI
JULIE KILLIAN
TERRENCE McCARTNEY
RICHARD MECCA
RICHARD SLACK
Councilmembers

ABSENT: None

1. Pledge of Allegiance

Mayor Sack called the meeting to order and invited the Council to join in the Pledge of Allegiance.

2. Roll Call

Mayor Sack asked the City Clerk to call the roll; a quorum was present to conduct official city business.

3. General Announcements by the Council

Announcements were made regarding various activities and events that may be of interest to the public. Mayor Sack announced that the City will co-host a Deer Management Summit with the Village of Mamaroneck on February 26th at 7:00 p.m. in City Hall. Representatives of the County and State Department of Environmental Conservation will participate.

4. Draft unapproved minutes of the regular meeting of the City Council held January 14, 2015

Councilwoman Brett made a motion, seconded by Councilwoman Killian and unanimously carried, to approve the minutes of the regular meeting of the City Council held on January 14, 2015, as amended. *Councilwoman Brett corrected an error she made regarding one of the projects being considered for the New York Rising Grant. The correct information will be put in the January 14th minutes.

5. Issues Update/Old Business
- Update on the Pilot Study speed reduction/removal of rocks in the City ROW

City Manager Culross reported that the PILOT to reduce speed in the “loop” area of Stuyvesant Avenue, Van Wagenen Avenue, Forest Avenue, Oakland Beach Avenue and Milton Road is still underway. Police are enforcing the reduced speed limit and additional speed counts will be taken in the Spring and Summer. A letter was sent to homeowners in the area in October regarding removing the rocks in the right-of ways and the rocks that were not removed by residents were picked up by DPW on November 4th. There was a discussion among the Council regarding moving forward with rock removal in other areas of the City. The City Manager said staff can look at a program and come back to the Council with a phased in proposal for high traffic areas and the City’s ability to do it. There was also a discussion regarding “Belgian Block” curbs. The Engineering and Planning Departments are working on a revision of the curb policy in order to prepare for the next phase.

6. Public Hearing to amend local law Chapter 117, Landmarks Preservation, of the Rye City Code by amending Section §117-5, “Designation of Preservation Districts or Protected Sites and Structures”, Subsection E, to add (9) Protected site and structures: 600 Milton Road, the Bird Homestead, and 624 Milton Road, the Rye Meeting House as landmarks

Councilwoman Brett made a motion, seconded by Councilman Mecca and unanimously carried, to open the public hearing.

Councilwoman Brett read from a memo prepared by the Landmarks Advisory Committee in connection with their request to landmark the Rye Meeting House and the Bird Homestead. She noted that both the Planning Commission and Board of Architectural Review support the proposal.

Jack Zahringer and *Maurio Sax* representing the Landmarks Committee spoke in favor of the Council adopting the proposed local law. There was a brief discussion among the Council on the effects of landmarking City-owned property.

Councilwoman Brett made a motion, seconded by Councilwoman Killian and unanimously carried, to close the public hearing.

Councilwoman Brett made a motion, seconded by Councilwoman Killian, to adopt the following local law:

**CITY OF RYE
LOCAL LAW NO. 1 2015**

**A local law to amend Chapter 117, Landmarks, Preservation, of the Rye City Code by amending §117-5, “Designation of Preservation Districts or Protected Sites and Structures” Subsection E, by adding:
(9) Protected site and structures: 600 Milton Road, the Bird Homestead,**

And 624 Milton Road, the Rye Meeting House, as landmarks

Be it enacted by the City Council of the City of Rye as follows:

Section 1: §117-5. Designation of Preservation Districts or Protected Sites and Structures.

E. The designated Preservation District and Protected Sites and Structures shall be set forth in this subsection by block and lot number, street designation and, if appropriate, by local designation.

(1) Preservation District: Village Green, the Square House, the Rye Free Reading Room and City Hall, Boston Post Road, Rye, New York, also known as Block 2, Lot Nos. 29 and 31, on the current tax assessment map of the City of Rye, and formerly known as Block 42, Lot Nos. 14A, 14B, 20, 21, 22, 23 and 24. Specifically designated as protected within the district are:

(a) The Square House: the exterior and the grounds surrounding, a total of 1.88 acres. On the interior: the council room; tavern room; warming kitchen; small exhibit room; ballroom; nineteenth-century bedroom; the main entrance hall and staircase; adjoining hallways between the specified rooms and the Civil War period room in the attic, all exclusive of displays, furnishings or exhibits. All areas not specifically proposed for preservation as listed above should be deemed to be excluded.

(b) The Rye Free Reading Room:

[1] The exterior and grounds surrounding, a total of 0.26 acre. On the interior, only that portion of the 1913 building described as: in the first floor entrance vestibule: woodwork, excluding doors; in the first and second floor foyer: staircase, stairwell and landing space, including three arches; woodwork, excluding doors to north and south second floor rooms; in the first floor circulation area: woodwork, including square and circular columns and connecting beams only; in the first floor reading rooms, north and south: woodwork, including fireplace surrounds and mantels, trim above seven feet one inch (level of mantels), window trim, including sills, and fireplaces as working fireplaces.

[2] The following portions of the interior and exterior of the 1913 building shall be specifically excluded: second floor, north and south rooms; toilet rooms and adjacent hallway: furniture, including circulation desk and bookshelves: furnishings, including carpet, vases, artwork, signage and paint colors. Interior and exterior exclusions: lighting, heating ventilation and electric; alarm systems, including fire and security; wiring and devices for telecommunications, including cable television, computer, phone and similar installations.

[3] The following future possible changes are also excluded: installation of ceiling and attic fans, railing in foyer, exterior sign identifying the building, storm windows, security lights and glass doors or stoves (e.g., Stovalator) in fireplaces; waterproofing terrace.

(c) The Rye City Hall be deemed protected as to exterior.

(d) The Village Green be deemed protected as to walks, walls, millstones and landscaping.

(2) Protected site and structures: Alansten, the Jay Mansion, and the Carriage House, 210 Boston Post Road, Rye, New York, also known as Sheet 153.09, Block 1, Lot 24.1, on the current Tax Assessment Map of the City of Rye. Specifically designated as protected sites and structures are:

(a) Alansten: The entire site consisting of 22.46 acres and including a viewway, a trapezoidal area located between the Jay Mansion and the southerly property line in which there shall be no construction, except for the installation of utility services, which shall have a width of 90 feet at the rear of the building and a width of 300 feet along the southerly property line, the centers of which shall be the center of the rear facade of the building and the point at which a line extending from the rear facade and perpendicular to the rear facade intersects the southerly property line, respectively. The foregoing described orientation of the viewway to the mansion may be adjusted by the Planning Commission during site plan review if it finds that said adjustment will improve the public's view of the mansion.

(b) The Jay Mansion: The entire exterior.

(c) The Carriage House: The entire exterior.

(3) Protected site and structure: the Hains-Robinson House, 556 Milton Road, also known as Sheet 153.06, Block 1, Lot 70, on the current Tax Map of the City of Rye. Specifically designated as protected is:

(a) The Hains-Robinson House: the entire exterior and the entire site, including the stone walls; the interior; the entire ground floor, which includes the original kitchen and tap room containing the ship's doors and paneling from the frigate Brandywine. Also deemed protected are the stair railings and newel posts and other Brandywine doors throughout the house.

(4) Protected site: the Jay Family Cemetery, Boston Post Road, Rye, New York, also known as Sheet 153.09, Block 1, Lot 33, on the current Tax Map of the City of Rye. Specifically designated as protected is:

(a) The Jay Family Cemetery: the entire site comprising 2.85 acres shall be deemed protected, including walls, fences, stones, monuments, paths and the access road. This designation shall not interfere with or prevent additional burials or placement of headstones.

(5) Protected Site and Structure: the Timothy Knapp House, 265 Rye Beach Avenue, Rye, New York, also known as Sheet 146.19, Block 5, Lot 8, on the current Tax Map of the City of Rye. Specifically designated as protected is:

(a) The Timothy Knapp House: the entire site and entire building including interior and exterior.

(6) Protected site and structure: the Parsons Estate, 260 Boston Post Road, Rye, New York, also known as Sheet 153.09, Block 1, Lot 34, on the current Tax Map of the City of Rye. Specifically designated as protected is:

(a) The Parsons Estate: the entire site; the exterior and interior of the main residence, the exterior of the gardener's cottage and the exterior of the carriage house and stables.

(7) Protected site and structure: 235 Boston Post Road, Rye, New York, also known as Sheet 153.05, Block 1, Lot 74.1, on the Tax Map of the City of Rye. Specifically designated as protected is:

(a) The Stillman Residence: the entire site and the exterior of the main residence.

(8) Protected structure: 5 Morris Court, Rye, New York, also known as Sheet 153.05, Block 1, Lot 74.3, on the Tax Map of the City of Rye. Specifically designated as protected is:

(a) The exterior of the one-story stone garage, including the chimney. The attached greenhouse-type structure shall be deemed to be excluded.

(9) Protected site and structures: the Bird Homestead, 600 Milton Road, Rye, New York, also known as Sheet 153.6, Block 1, Lot 61, on the Tax Map of the City of Rye; the Rye Meeting House, 624 Milton Road, Rye, New York, also known as Sheet 153.6, Block 1, Lot 60, on the Tax Map of the City of Rye. Specifically designated as protected is:

(a) the Bird Homestead: the entire site and the exterior.

(b) the Rye Meeting House: the entire site and the exterior.

Section 2. This local law will take effect immediately upon filing in the Office of the Secretary of State.

ROLL CALL:

AYES: Mayor Sack, Councilmembers Brett, Bucci, Killian, McCartney,
Mecca and Slack

NAYS: None

ABSENT: None

The Resolution was adopted by a 7-0 vote.

7. Continuation of Public Hearing to amend local law Chapter 165, "Signs", of the Rye City Code by adding Section §165-10, "Regulation of banners", to establish regulations for banners on City owned ball field fences and utility poles on City property

Mayor Sack summarized the original reason for the proposed local law, which was to provide Rye Little League the ability to put banners on the outfield fences in order to sell them to sponsors and raise money. The original discussion was then expanded to include banners on street poles. He suggested that the Council go back to the original intent. Corporation Counsel Wilson said that the way the law is drafted it encompasses all City-owned field fences not just the Little League fences, but it could be limited. She added that because it is City-owned property the City must be careful that public property is not “gifted” to private interests. State legislation would be necessary to allow the Little League to take control over the process and earn money. There was a discussion among the Council regarding how the original intent could be accomplished such as charging a nominal fee to the Little League for hanging banners; giving local sports leagues the authority to put banners up on City property; asking Assemblyman Otis to fast track legislation; and allowing the hanging of banners during games but requiring the removal after the game. There was a suggestion that the goal could be accomplished by Resolution rather than local law, with banners being limited to Disbrow Park, and that the Resolution could be adopted by the Recreation Commission.

Mayor Sack made a motion, seconded by Councilman McCartney, to adopt the following Resolution:

RESOLVED, that the City Council of the City of Rye hereby delegates to the Recreation Commission the ability and authority to consider requests by duly organized Rye Youth Sports Leagues to affix banners to fences at Disbrow Park only, with said banners facing into the playing area and limited in size to no more than 32 square feet, for a trial basis for the year 2015. This Resolution is revocable by the City Council at any time.

ROLL CALL:

AYES:	Mayor Sack, Councilmembers Brett, Bucci, Killian, McCartney, Mecca and Slack
NAYS:	None
ABSENT:	None

The Resolution was adopted by a 7-0 vote.

Mayor Sack made a motion, seconded by Councilwoman Brett and unanimously carried, to continue the public hearing until the February 25, 2015 City Council meeting.

8. Resolution requesting funding from Westchester County for the North Street sewer improvement consistent with the approved rezoning of the County-owned property on Theodore Fremd Avenue and North Street for the construction of affordable senior housing

City Manager Culross said that in order for the County to reimburse the City for up to \$1 million for sewer improvements, the Council must adopt a Resolution.

Councilman Slack made a motion, seconded by Councilwoman Brett, to adopt the following Resolution:

**RESOLUTION OF THE CITY OF RYE AUTHORIZING THE CITY MANAGER TO
SUBMIT AN APPLICATION AND ENTER INTO AN
INTERMUNICIPAL/DEVELOPER AGREEMENT FOR A HOUSING
IMPLEMENTATION FUND GRANT FROM WESTCHESTER COUNTY IN SUPPORT
OF THE FAIR AFFORDABLE HOUSING DEVELOPMENT TO BE LOCATED AT 150
NORTH STREET AND THEODORE FREMD AVENUE.**

NOW THEREFORE BE IT RESOLVED, that the City Manager is hereby authorized to submit an application to Westchester County for a Housing Implementation Fund grant for the Development in an amount not to exceed \$1,000,000.00; and

BE IT FURTHER RESOLVED, that the City Manager is authorized to enter into an IMDA with Westchester County and the Developer and take all necessary steps to facilitate and implement the terms of the IMDA and the scope of work appended to such agreement.

ROLL CALL:

AYES:	Mayor Sack, Councilmembers Brett, Bucci, Killian, McCartney, Mecca and Slack
NAYS:	None
ABSENT:	None

The Resolution was adopted by a 7-0 vote.

9. Residents may be heard on matters for Council consideration that do not appear on the agenda

Joseph Murphy, Chair of the Rye Senior Advocacy Committee said that several members of the committee had left and that there were only three members left on the committee in addition to himself. He submitted a copy of a resume of someone who he would like appointed to the Committee. Mayor Sack said he was only making reappointments at this meeting but would review the resume.

9A. Consideration to set a Public Hearing for February 11, 2015 to amend local Law Chapter 176, "Energy Conservation", by amending Section §176-4, "Procedures for eligibility" to remove Subsection (D) which set a limit on the total of payments collected by the City

Corporation Counsel Wilson said that a clause in the adopted law that set a sealing on the level of outstanding payments must be removed. A monetary limit can be included in the Separate Agreement, but cannot be part of the actual law.

Councilman Mecca made a motion, seconded by Councilman McCartney and unanimously carried to adopt the following Resolution:

WHEREAS, the Council wishes to consider amending Chapter 176 “Energy Conservation” of the Code of the City of Rye by amending §176-4 “Procedures for eligibility” by removing Subsection (D) which set a limit on the total of payments collected by the City; and

WHEREAS, it is now desired to call a public hearing on such proposed amendments to the law, now, therefore, be it

RESOLVED, by the Council of the City of Rye as follows:

Section 1. Pursuant to Section 20 of the Municipal Home Rule Law and the Charter of the City of Rye, New York, a public hearing will be held by the Council of said City on February 11, 2015 at 7:30 P.M. at City Hall, Boston Post Road, in said City, for the purpose of affording interested persons an opportunity to be heard concerning such proposed local law.

Section 2. Such notice of public hearing shall be in substantially the following form:

PUBLIC NOTICE
CITY OF RYE

A Local Law to amend Chapter 176 “Energy Conservation” of the Code of the City of Rye by amending §176-4, “Procedures for eligibility”, to remove Subsection (D) which set a limit on the total of payments collected by the City

Notice is hereby given that a public hearing will be held by the City Council of the City of Rye on the 11th day of February 2015 at 7:30 P.M. at City Hall, Boston Post Road, in said City, at which time interested persons will be afforded an opportunity to be heard concerning a proposed local law to amend Chapter 176 “Energy Conservation” of the Code of the City of Rye by amending §176-4, “Procedures for eligibility”, to remove Subsection (D) which set a limit on the total of payments collected by the City.

Copies of said proposed local law may be obtained from the office of the City Clerk.

Dawn F. Nodarse

City Clerk

Dated: February 4, 2015

10. Resolution to transfer funds donated to the Mayor Morehead Benefactor Campaign to the City Hall Council Chambers Refurbishment Project
Roll Call.

Mayor Sack made a motion, seconded by Councilman McCartney, to adopt the following Resolution:

WHEREAS, the Mayor Morehead Benefactor Campaign raised funds to refurbish the chairs and flooring in Council Chambers of Rye City Hall; and

WHEREAS, due to the generosity of Rye residents, an amount of \$26,529.90 was raised during the campaign; and

WHEREAS, the donations must be transferred into the project account as preparations are made to have the refurbishments completed; be it therefore

RESOLVED, that the City Comptroller is authorized to transfer the amount of \$26,529.90 from the General Fund account "Designated Council Chambers" to the Building & Vehicle Fund Account "City Hall Council Chambers Refurbishment Project: for the purchase of new chairs and installation of new floors using funds donated.

ROLL CALL:

AYES: Mayor Sack, Councilmembers Brett, Bucci, Killian, McCartney, Mecca and Slack

NAYS: None

ABSENT: None

The Resolution was adopted by a 7-0 vote.

11. Consideration of request from the Ceres Garden Club of Rye to install a Blue Star Memorial By-Way Marker in the City of Rye

Ann Moller and Liz Northshield, representing the Ceres Garden Club, showed the Council a mock up of what the Blue Star Memorial would look like and said the purpose of the memorial is to honor anyone who has served, is serving or will serve in the military. They said the preferred location for the marker would be in the park at the corner of Boston Post Road and Central Avenue. Mayor Sack indicated that the Council is in favor of the marker being put in that location and asked the members of the Garden Club to work with the City Manager in connection with the project.

12. Designation of alternate City newspaper

Mayor Sack made a motion, seconded by Councilwoman Brett and unanimously carried to adopt the following Resolution:

RESOLVED, that the Rye City Review is hereby designated as the alternate City newspaper for purposes of publishing legal notices.

13. Council designation to the Litigation and Case Management Committee

Mayor Sack appointed Councilmembers Laura Brett and Richard Slack to serve on the Litigation and Case Management Committee along with himself. The City Manager and Corporation Counsel serve *ex officio*.

14. Designation of the City Council Liaisons by the Mayor

Mayor Sack designated City Council Liaisons as follows:

Board of Architectural Review – Mayor Sack
Boat Basin Commission – Councilman Mecca
Conservation Commission/Advisory Council – Councilman Slack
Finance Committee – Councilwoman Killian
Flood Advisory Committee – Councilwoman Brett
Landmarks Advisory Committee – Councilwoman Brett
Recreation Commission – Councilman McCartney
Rye Cable and Communications Committee – Councilman Slack
Rye Chamber of Commerce – Councilman Mecca
Rye City School Board – Mayor Sack
Rye Free Reading Room – Councilwoman Bucci
Rye Golf Club Commission – Councilwoman Bucci and Councilman McCartney
Rye Playland Advisory Committee – Mayor Sack
Rye Town Park Commission – Mayor Sack and Councilwoman Brett
Traffic and Pedestrian Safety Committee – Councilwoman Killian
Rye Senior Advocacy Committee – Mayor Sack
Sustainability Committee – Councilwoman Killian

15. Appointments to Boards and Commissions, by the Mayor with Council approval

A) Three appointments to the Board of Appeals for a three-year term:

Mayor Sack made a motion, unanimously approved by the Council, to reappoint Alan Weil, Serge Nivelles and Maureen Powers to the Board of Appeals for three-year terms expiring on January 1, 2018. Mayor Sack designated Alan Weil to serve as Chairman.

B) One appointment to the Board of Architectural Review for a three-year term.

No appointment was made at this meeting.

C) One appointment to the Board of Ethics for a three-year term.

Mayor Sack made motion, unanimously approved by the Council, to reappoint Edward B. Dunn to the Board of Ethics for a three-year term expiring on January 1, 2018.

D) Three appointments to the Conservation Commission/Advisory Council for a three-year term.

Mayor Sack made a motion, unanimously approved by the Council, to reappoint C. Nicholas Hodnett, Christopher Mignone and Tracy Stora to the Conservation Commission/Advisory Council for three-year terms expiring on January 1, 2018.

E) Three appointments to the Finance Committee for a three-year term.

No appointments were made at this meeting.

F) Two appointments to the Flood Advisory Committee for a three-year term.

No appointments were made at this meeting.

G) Two appointments to the Landmarks Advisory Committee for a three-year term.

Mayor Sack made a motion, unanimously approved by the Council, to reappoint Maurio Sax and Jerome Coleman to the Landmarks Advisory Committee for three-year terms expiring on January 1, 2018.

H) Two appointments to the Planning Commission for a three-year term.

Mayor Sack made a motion, unanimously approved by the Council, to reappoint Nicholas Everett and Martha Monserrate to the Planning Commission for three-year terms expiring on January 1, 2018. Mayor Sack designated Nicholas Everett as Chairman.

I) Three appointments to the Recreation Commission for a three-year term.

Mayor Sack made a motion, unanimously approved by the Council, to reappoint Thomas Maloney, Esther Martensen and Steven Verille to the Recreation Commission for three-year terms expiring on January 1, 2018.

J) Four appointments to the Rye Cable and Communications Committee for a three-year term.

No appointments were made at this meeting.

K) One appointment to the Rye Playland Advisory Committee for a three-year term.

No appointments were made at this meeting.

L) One appointment to the Rye Town Park Advisory Committee for a three-year term.

Mayor Sack made a motion, unanimously approved by the Council to reappoint Russell Gold to the Rye Town Park Advisory Committee for a three-year term expiring on January 1, 2018.

M) Two appointments to the Traffic & Pedestrian Safety Committee for a three-year term.

Mayor Sack made a motion, unanimously approved by the Council to reappoint Al Vitiello and Nicholas D. Loddo, Jr. to the Traffic & Pedestrian Safety Committee for three-year terms expiring on January 1, 2018.

N) Four appointments to the Rye Senior Advocacy Committee for a three-year term.

Mayor Sack made a motion, unanimously approved by the Council to reappoint Ellen D'Angelo, Josephine DelMonte, Esther Martensen and Joseph P. Murphy to the Rye Senior Advocacy Committee for three-year terms expiring on January 1, 2018. Mayor Sack designated Joseph P. Murphy as Chairman.

16. Consideration of a request by the Rye YMCA for the use of City streets for the 27th Annual Rye Derby on Sunday, April 26, 2015 from 9:00 a.m. to 2:00 p.m.

Councilwoman Brett made a motion, seconded by Mayor Sack and unanimously carried, to adopt the following Resolution:

RESOLVED that the City Council of the City of Rye hereby approves the request of the Rye YMCA for the use of City streets for the 27th Annual Rye Derby on Sunday, April 26, 2015 from 9:00 a.m. to 2:00 p.m.

17. Appeal of denial of FOIL request by Timothy Chittenden

Corporation Counsel Wilson outlined the FOIL appeals:

Appeal #1 – “All official and unofficial city council packets and all other materials transmitted or distributed to the Rye City Council between December 19, 2013, and January 2, 2015”. The public Council packets are on the City website. The Council confidential packets were originally denied as inter-agency communications, which all the documents were at the time they were provided to the Council. There is an exemption to the inter-agency exception that documents with data or statistical material are subject to FOIL. One statistical document regarding raises granted to the APG group that was originally withheld can now be released to the requestor because all relevant parties have been informed of the information in the chart.

Mayor Sack made a motion, seconded by Councilwoman Brett, to adopt the following Resolution:

RESOLVED, that the City Council of the City of Rye hereby grants the appeal of Timothy Chittenden to the response to a FOIL request for “All official and unofficial city council packets and all other materials transmitted or distributed to the Rye City Council between December 19, 2014, and January 2, 2015” as to the statistical document regarding raises granted to APG personnel because all relevant parties have now been provided the information.

ROLL CALL:

AYES:	Mayor Sack, Councilmembers Brett, Bucci, Killian, McCartney, Mecca and Slack
NAYS:	None
ABSENT:	None

The Resolution was adopted by a 7-0 vote.

Appeal #2 - Requestor is appealing redactions made to phone numbers in a document that was part of the County Incident Report provided to him in response to his request for records in connection with an accident at Sonn Drive.

Corporation Counsel Wilson said she redacted two phone numbers that appear to have been made to and from the City Police Department and the County. The redactions were made originally under the personal privacy exemption but could also be subject to inter-agency exemptions and the law enforcement exemption.

Mayor Sack made a motion, seconded by Councilwoman Brett, to adopt the following Resolution:

RESOLVED, that the Appeal of the response to a FOIL request submitted by Timothy

Chittenden regarding redactions made to phone numbers in a County Incident Report in connection with an accident at Sonn Drive is hereby denied.

ROLL CALL:

AYES: Mayor Sack, Councilmembers Brett, Bucci, Killian, McCartney,
Mecca and Slack
NAYS: None
ABSENT: None

The Resolution was adopted by a 7-0 vote.

Appeal #3 – Requestor is concerned that there are other places in the County Incident Report in connection with an accident at Sonn Drive where he believes redactions were made.

Corporation Counsel Wilson said she had informed Mr. Chittenden that no redactions were made to the document other than what was marked with a black line.

Councilwoman Brett made a motion, seconded by Councilman McCartney, to adopt the following Resolution:

RESOLVED, that the appeal of the response to a FOIL request submitted by Timothy Chittenden in connection with additional information that he believed was redacted from a County Incident Report regarding an accident at Sonn Drive is hereby denied because the information did not exist and, therefore, was not redacted.

ROLL CALL:

AYES: Mayor Sack, Councilmembers Brett, Bucci, Killian, McCartney,
Mecca and Slack
NAYS: None
ABSENT: None

The Resolution was adopted by a 7-0 vote.

18. Miscellaneous Communications and Reports

There was nothing discussed under this Agenda item.

19. New Business

There was nothing discussed under this Agenda item.

20. Adjournment

There being no further business to discuss Councilwoman Brett made a motion, seconded by Councilwoman Killian and unanimously carried, to adjourn the meeting at 9:30 p.m.

Respectfully submitted,

Dawn F. Nodarse
City Clerk



CITY COUNCIL AGENDA

NO. 5

DEPT.: City Council

DATE: February 11, 2015

CONTACT: Mayor Joseph A. Sack

AGENDA ITEM: Issues Update/Old Business

FOR THE MEETING OF:

February 11, 2015

RYE CITY CODE,

CHAPTER

SECTION

RECOMMENDATION: That an update be provided on outstanding issues or Old Business.

IMPACT: ☐ Environmental ☐ Fiscal ☐ Neighborhood ☐ Other:

BACKGROUND:



CITY COUNCIL AGENDA

NO. 6

DEPT.: Corporation Counsel

DATE: February 11, 2015

CONTACT: Kristen K. Wilson, Corporation Counsel

AGENDA ITEM: Public Hearing to amend local law Chapter 176, "Energy Conservation", by amending Section §176-4, "Procedures for eligibility", to remove Subsection (D) which set a limit on the total of payments collected by the City.

FOR THE MEETING OF:

February 11, 2015

RYE CITY CODE,

CHARTER

SECTION 176

RECOMMENDATION: That the City Council hold a Public Hearing to amend Chapter 176, "Energy Conservation".

IMPACT: ☐ Environmental ☒ Fiscal ☐ Neighborhood ☐ Other:

BACKGROUND: The City Council amended the Code of the City of Rye at their December 3, 2014 City Council meeting by creating a new chapter, Chapter 176, "Energy Conservation", which established a Sustainable Energy Loan Program in the City of Rye in accordance with Article 5-L of the General Municipal Law. Under the terms of the program the local law must be adopted as drafted. The City amended the language in the original adoption to put a limit on payments collected by the City under the program. Rye can add this restriction regarding the \$50,000 per annum cap, by submitting a letter to the EIC Board requesting this as per Article 3 of the Municipal Agreement. The Council is asked to hold a Public Hearing to amend the Local Law.

See attached Local Law.

**CITY OF RYE
LOCAL LAW NO. 10 2014**

**A local law to add a new Chapter 176 “Energy Conservation” of the
Code of the City of Rye to create a program to assist property owners in financing
clean energy systems as follows:**

Section 1: Chapter 176, Energy Conservation

§ 176-1. Legislative findings; intent and purpose; statutory authority.

- A. It is the policy of both the City of Rye and the State of New York to achieve energy efficiency and renewable energy goals, reduce greenhouse gas emissions, mitigate the effect of global climate change, and advance a clean energy economy. The City finds that it can fulfill this policy by providing property assessed clean energy financing to property owners for the installation of renewable energy systems and energy efficiency measures. This article establishes a program that will allow the Energy Improvement Corporation (EIC), a local development corporation, acting on behalf of the City, to make funds available to qualified property owners that will be repaid by such property owners through charges on the real properties benefited by such funds, thereby fulfilling the purposes of this article and fulfilling an important public purpose.
- B. The City of Rye is authorized to implement this Energize NY Benefit Financing Program pursuant to Article 5-L of the New York General Municipal Law.
- C. This article shall be known and may be cited as the "Energize NY Benefit Financing Program Law of the City of Rye."

§ 176-2. Definitions.

For purposes of this article, and unless otherwise expressly stated or unless the context requires, the following terms shall have the meanings indicated:

AUTHORITY

The New York State Energy Research and Development authority, as defined by Subdivision 2 of § 1851 of the Public Authorities Law, or its successor.

EIC

The Energy Improvement Corporation, a local development corporation, duly organized under § 1411 of the Not-for-Profit Corporation Law, authorized hereby on behalf of the City of Rye to implement the Energize NY Benefit Financing Program by providing funds to qualified property owners (as defined in this article) and providing for repayment of such funds from monies collected by the City Comptroller as a charge to be levied on the real property and collected in the same manner and same form as the City taxes.

ENERGY AUDIT

A formal evaluation or "assessment" of the energy consumption of a permanent building or structural improvement to real property, conducted by a contractor certified by the authority, or certified by a certifying entity approved by the authority, for the purpose of identifying appropriate energy efficiency improvements that could be made to the property.

ENERGY EFFICIENCY IMPROVEMENT

Any renovation or retrofitting of a building to reduce energy consumption, such as window and door replacement, lighting, caulking, weatherstripping, air sealing, insulation, and heating and cooling system upgrades, and similar improvements, determined to be cost effective pursuant to criteria established by the authority, not including lighting measures or household appliances that are not permanently fixed to real property.

QUALIFIED PROPERTY OWNER

An owner of residential or commercial real property located within the boundaries of the City of Rye that is determined to be eligible to participate in the Energize NY Benefit Financing Program under the procedures for eligibility set forth under this article.

RENEWABLE ENERGY SYSTEM

An energy generating system for the generation of electric or thermal energy, to be used primarily at such property, by means of solar thermal, solar photovoltaic, wind, geothermal, anaerobic digester gas-to-electricity systems, fuel cell technologies, or other renewable energy technology approved by the authority, not including the combustion or pyrolysis of solid waste.

RENEWABLE ENERGY SYSTEM FEASIBILITY STUDY

A written study, conducted by a contractor certified by the authority, or certified by a certifying entity approved by the authority, for the purpose of determining the feasibility of installing a renewable energy system.

§ 176-3. Establishment of program.

- A. An Energize NY Benefit Financing Program is hereby established by the City of Rye, whereby EIC, acting on its behalf, may provide funds to qualified property owners in accordance with the procedures set forth under this article, to finance the acquisition, construction and installation of renewable energy systems and energy efficiency improvements and the verification of the installation of such systems and improvements.
- B. The funds provided shall not exceed the lesser of 10% of the appraised value of the real property where the renewable energy systems and/or energy efficiency improvements will be located, or the actual cost of installing the renewable

energy systems and/or energy efficiency improvements, including the costs of necessary equipment, materials, and labor and the cost of verification of such systems and improvements.

§ 176-4. Procedures for eligibility.

- A. Any property owner in the City may submit application to EIC on such forms as have been prepared by EIC and made available to property owners on the website of EIC and at the City Clerk's office.
- B. Every application submitted by a property owner shall be reviewed by EIC acting on behalf of the City, which shall make a positive or negative determination on such application based upon the criteria for making a financing enumerated in Subsection A of § 176-5 of this article. EIC may also request further information from the property owner where necessary to aid in its determination.
- C. If a positive determination on an application is made by EIC acting on behalf of the City, the property owner shall be deemed a qualified property owner and shall be eligible to participate in the Energize NY Benefit Financing Program in accordance with the procedure set forth under § 176-6 of this article, provided that in no case shall a property owner that has received funds from another municipal corporation for the acquisition, construction and installation of energy efficiency improvements and/or renewable energy systems be deemed a qualified property owner.

~~D. At no one time shall the total of all payments being collected for this program by the City exceed \$50,000 per annum.~~

§ 176-5. Application criteria.

- A. Upon the submission of an application, EIC, acting on behalf of the City, shall make a positive or negative determination on such application based upon the following criteria for the making of a financing:
 - (1) The proposed energy efficiency improvements and/or renewable energy systems are determined to be cost effective by the authority;
 - (2) The proposed energy efficiency improvements and/or renewable energy systems will generate an estimated annual cost savings greater than the annual charge payments;
 - (3) Sufficient funds are available to provide to the property owner;
 - (4) The property owner is current in payments on any existing mortgage;
 - (5) The property owner is current in payments on any existing real

property taxes and has been current on real property taxes for the previous three years; and

(6) Such additional criteria, not inconsistent with the criteria set forth above, as the City, or EIC acting on its behalf, may set from time to time.

§ 176-6. Energize finance agreement.

- A. A qualified property owner may participate in the Energize NY Benefit Financing Program through the execution of an energize finance agreement made by and between the qualified property owner and EIC, acting on the behalf of the City.
- B. Upon execution of the energize finance agreement, the qualified property owner shall be eligible to receive funds from EIC, acting on behalf of the City, for the acquisition, construction, and installation of qualifying renewable energy systems and energy efficiency improvements, provided that the requirements of § 176-7 of this article have been met.
- C. The energize finance agreement shall include the terms and conditions of repayment set forth under § 176-8 of this article.

§ 176-7. Energy audit; renewable energy system feasibility study.

- A. No funds shall be made available for energy efficiency improvements unless determined to be appropriate through an energy audit as defined in § 176-2.
- B. No funds shall be made available for a renewable energy system unless determined to be feasible through a renewable energy system feasibility study as defined in § 176-2.
- C. The cost of such energy audit and/or renewable energy system feasibility study shall be borne solely by the property owner but may be included in the financed amount if the work is approved.

§ 176-8. Terms and conditions of repayment.

The energize finance agreement between the qualified property owner and EIC, acting on behalf of the City, shall set forth the terms and conditions of repayment in accordance with the following:

- A. The principal amount of the funds paid to the qualified property owner hereunder, together with the interest thereon, shall be paid by the property owner as a charge on his or her property tax bill and shall be levied and collected at the same time and in the same manner as City property taxes, provided that such charge shall be separately listed on the tax bill. The City shall make payment to EIC or its designee, in the amount of all such separately listed charges within 30 days of the

City property tax due date.

- B. The term of such repayment shall be determined at the time the energize finance agreement is executed by the property owner and EIC, provided that in no case shall the term exceed the weighted average of the useful life of the systems and improvements as determined by EIC acting on behalf of the City.
- C. The rate of interest for the charge shall be fixed by EIC, acting on behalf of the City, at the time the energize finance agreement is executed by the property owner and EIC.
- D. The charge shall constitute a lien upon the real property benefited by the Energize NY Benefit Financing Program and shall run with the land. A transferee of title to the benefited real property shall be required to pay any future installments, including interest thereon.

§ 176-9. Verification and report.

- A. EIC shall be responsible for verifying and reporting to the City on the installation and performance of renewable energy systems and energy efficiency improvements financed by such program.
- B. The City shall verify and report on the installation and performance of renewable energy systems and energy efficiency improvements financed by the Energize NY Benefit Financing Program in such form and manner as the authority may establish.

Section 2: This local law will take effect immediately on filing in the office of the Secretary of State.



CITY COUNCIL AGENDA

NO. 7

DEPT.: Corporation Counsel

DATE: February 11, 2015

CONTACT: Kristen K. Wilson, Corporation Counsel

AGENDA ITEM: Consideration to set a Public Hearing for February 25, 2015 to amend local law Chapter 177, "Taxation", Article XII, "Exemption for Historic Districts" by amending Section §177-79, "Definitions", to add a new definition for "Historic District" and amending the definition of "Landmark".

FOR THE MEETING OF:

February 11, 2015

RYE CITY CODE,

CHARTER

SECTION 177

RECOMMENDATION: That the City Council set a Public Hearing to amend Chapter 177, "Taxation".

IMPACT: ☐ Environmental ☐ Fiscal ☐ Neighborhood ☐ Other:

BACKGROUND: The City Council amended Chapter 177, "Taxation" of the City of Rye Code at their December 18, 2013 City Council meeting by adding, Article XII "Exemption for Historic Districts" to provide tax exemptions for improvements to historic properties. To clarify some inconsistencies in the definition of "historic district" vs. a "preservation district", the Council is asked to hold a Public Hearing to amend the Local Law.

See attached Local Law.

CITY OF RYE

LOCAL LAW NO. 2014

A local law to amend Chapter 177 “Taxation” Article XII “Exemption for Historic Districts” Section 177-79 “Definitions” of the Code of the City of Rye by adding a new definition for “Historic District” and amending the definition of “Landmark” as follows:

Section 1: Chapter 177, Taxation. Article XII, Exemption for Historic Districts.

§ 177-79. Definitions.

CERTIFICATE OF APPROPRIATENESS

A certificate issued by the Board of Architectural Review authorizing a material change of appearance of a Protected Site or Structure or within a **Preservation District**, as defined in Chapter 117, or **Historic District**, ~~district~~ subject to other applicable permit requirements.

HISTORIC DISTRICT

An area of the City of Rye delineated on the Zoning Map of the City which has been recommended by the Landmarks Advisory Committee to the City Council as “Historic” in that such area has added to the historical or architectural significance of the City, and which has been approved by the City Council.

LANDMARK

Any parcel or building or structure designated as a Protected Site or Structure not located in a Preservation District **or Historic District**, which nonetheless meets one or more of the criteria enumerated in § 117-5 and is designated as a Protected Site or Structure pursuant to § 117-5E.

Section 2: If any phrase, sentence, part, section, subsection, or other portion of this chapter or any application thereof to any person or circumstance is declared void, unconstitutional or invalid for any reason, then such word, phrase, sentence, part, section, subsection or other portion, or the proscribed application thereof, shall be severable, and the remaining provisions of this chapter, an all applications thereof, not having been declared void, unconstitutional or invalid, shall remain in full force and effect.

Section 3: This local law will take effect immediately on filing in the office of the Secretary of State.



CITY COUNCIL AGENDA

NO. 8

DEPT.: Finance

DATE: February 11, 2015

CONTACT: Joseph S. Fazzino, Deputy City Comptroller

AGENDA ITEM: Resolution for the City of Rye to participate in the Westchester County Consolidated Government Efficiency Plan for the municipalities and special districts within Westchester County.

FOR THE MEETING OF:

February 11, 2015

RECOMMENDATION: That the City Council adopt the following resolution:

WHEREAS, the New York State Property Tax Freeze Legislation requires for the 2016 Budget Year that the taxing jurisdiction must maintain a freeze compliant budget for taxpayers to be eligible for a property tax rebate; and

WHEREAS, a local government efficiency plan must be approved by the State Director of Budget by the year 2016, which will save the taxing jurisdiction at least 1% of its 2014 property tax levy; and

WHEREAS, Westchester County is instituting a Consolidated Government Efficiency plan for the municipalities and special districts within Westchester County and;

WHEREAS, the City of Rye must send notice by the end of February of our intent to participate in the Consolidated Government Efficiency Plan; now therefore be it;

RESOLVED, that the City Manager is authorized to provide notice of the City's intent to participate with Westchester County in the Consolidated Government Efficiency Plan.

IMPACT: ☐ Environmental ☒ Fiscal ☐ Neighborhood ☐ Other:

BACKGROUND: The New York State Property Tax Freeze Legislation stipulates that local governments must submit a Government Efficiency Plan as one requirement to be eligible for tax rebates for local homeowners. This plan must identify past, present and/or future shared services, cooperation agreements, mergers and/or efficiencies that will be implemented. Westchester County is spearheading a Consolidated Government Efficiency plan that will include municipalities and special districts within Westchester County. The City of Rye can participate in this plan, in lieu of submitting an individual plan, by sending notice of the City's intent to participate to Westchester County. The Council is asked to authorize the City Manager to participate in the Consolidated Government Efficiency Plan.

Attached please find additional information:

- New York State Property Tax Credit Fact Sheet
- New York State Property Tax Freeze Credit Guidance
- Westchester County Shared Municipal Services Resource Guide
- New York State Division of the Budget Frequently Asked Questions



New York State Property Tax Freeze Credit Fact Sheet

The Property Tax Freeze Credit is a two-year tax relief program that reimburses qualifying New York State homeowners for increases in local property taxes on their primary residences.

In order for the credit to be available to the homeowners in a local taxing jurisdiction, the jurisdiction must comply with the New York State Property Tax Cap and, after the first year, must also develop an efficiency plan.

Eligibility requirements

1. Homeowner requirements

To be eligible for the credit, homeowners must meet the requirements for the STAR property tax exemption:

- The property must be the homeowner's primary residence.
- The total household income must be \$500,000 or less.

New York City homeowners are **not** eligible for the freeze credit. New York City homeowners and renters are, however, eligible for the New York City Circuit Breaker Tax Credit.

2. School district /local government requirements

The requirements imposed on taxing jurisdictions (school districts and local governments) will be phased in over two years.

Year 1: The jurisdiction must comply with the property tax cap. This means the increase in the tax levy cannot be more than that allowed by a formula established by State law.

Year 2: In the second year, the jurisdiction must comply with the tax cap and also develop and implement a Government Efficiency Plan to reduce costs by consolidating services.

Timeline and Requirements for School Districts*

Year	Eligibility Requirement
Year 1 (2014-15)	Comply with tax cap only
Year 2 (2015-16)	Comply with tax cap and submit an efficiency plan by June 1, 2015 that is determined to be compliant by the State Division of Budget.

Timeline and Requirements for Local Governments*

Year	Eligibility Requirement
Year 1 (fiscal years beginning in 2015)	Comply with tax cap only
Year 2 (fiscal years beginning in 2016)	Comply with tax cap and submit an efficiency plan by June 1, 2015 that is determined to be compliant by the State Division of Budget.

* Different rules apply in Buffalo, Rochester, Syracuse, and Yonkers – see page 2.

Jurisdictions' eligibility determined separately

Each taxing jurisdiction is treated separately for purposes of eligibility for the credit. For example, a homeowner may be subject to town, village, and fire district taxes. If only the town and village comply with the requirements:

- the homeowner will receive a credit based on increases to town and village taxes, and
- since the fire district did not comply, the homeowner will **not** receive a credit based on the fire district tax.

Credit amounts

As a general rule, the freeze credit will fully reimburse eligible homeowners for increases to their taxes imposed by all jurisdictions that comply with the eligibility requirements. The freeze credit will be the greater of:

- the actual increase in the homeowner's tax bill, or,
- the previous year's tax bill multiplied by an inflation factor (the lesser of 2% or inflation). For 2014 the inflation factor for school districts is 1.46%.

Homeowners whose tax bills go down, stay the same, or increase less than the inflation factor will receive a credit equal to the previous year's tax bill multiplied by the inflation factor.

Calculating increases using baseline year

The increase is calculated as the difference between the homeowner's taxes in:

- the year before the freeze went into effect (baseline year), and
- the current year.

If the taxing jurisdiction is compliant for both years of the freeze:

- In **year one**, the credit will be determined based on the tax paid in year one and the tax paid in the baseline year.
- In **year two**, the credit will be determined based on the tax paid in year two and the tax paid in the baseline year.

If the taxing jurisdiction is only compliant in the second year of the freeze, the credit will be determined based on the tax paid in the second year and the tax paid in the previous year - **not** the baseline year.

Exceptions

There are some exceptions. The credit will not reimburse homeowners for increases that are the result of:

- improvements to the property that increase its value,
- changes in a property's exemption status,
- a jurisdiction-wide reassessment to the extent the increase in the homeowner's assessed value exceeds the average change in assessed value.

How to get the credit

Eligible homeowners do not need to do anything to receive the credit. The Tax Department will review eligibility data and calculate the credit for all qualifying taxing jurisdictions. In the Fall of each of the program's three years (2014, 2015, 2016), the department will mail eligible taxpayers a single check that will be the total of the credits for each jurisdiction that is in compliance.

Freeze Credit Payment Calendar

Fall 2014	Year 1 - School district
Fall 2015	Year 2 - School district & Year 1 - Local government
Fall 2016	Year 2 - Local government

Homeowners who do not receive a check and who believe they are entitled to the credit (or who believe the credit should have been larger) will be able to contact the Tax Department to have their case reviewed.

Co-ops and mobile homes

The credit for co-ops and mobile homes that are not separately assessed will be calculated as such:

- **Co-op owners:** the credit will be 60% of the average credit for the jurisdiction.
- **Mobile home owners:** the credit will be 25% of the average credit for the jurisdiction.

Buffalo, Rochester, Syracuse, and Yonkers

Different rules apply in Buffalo, Rochester, Syracuse, and Yonkers. These cities impose a single levy that includes both city and school district taxes. For purposes of the freeze credit, 67% of the tax is attributable to school tax and 33% attributable to city tax. These cities must comply with the tax cap in 2014-15 and 2015-16 to be eligible for the freeze credit.

- For 2014, the credit will be equal to that part of the increase attributable to school tax (67%).
- For 2015, the credit will be based on both the city and school tax components.
- For 2016, the credit will be based on 33% of the 2015-16 levy - the amount attributable to city tax.

Property Tax Freeze Credit Guidance

**New York State Department
of Taxation and Finance**

July 14, 2014

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I. Executive Summary

Governor Cuomo and the State Legislature enacted the Property Tax Freeze Credit (Freeze Credit) as part of the 2015 State Budget.

The new law encourages local governments and school districts to generate long-term tax relief for New York State taxpayers by:

- sharing services;
- consolidating or merging; and
- demonstrating and implementing operational efficiencies.

The law provides a Freeze Credit to qualified homeowners. To qualify, a **homeowner** must:

- be eligible for the School Tax Relief (STAR) property tax exemption; and
- live in a **taxing jurisdiction** that **both**:
 - limits any increase in its tax levy to a property tax cap set by State law; **and**
 - develops and implements a Government Efficiency Plan determined to be compliant by the New York State Division of Budget (DOB).

Qualified homeowners will receive a Freeze Credit equal to the greater of:

- the actual increase in their homeowner's tax bill; or
- the previous year's tax bill multiplied by an inflation factor (the lesser of 2% or inflation).
For 2014 the inflation factor for school districts is 1.46%.

In **year one** of the program, homeowners will receive the Freeze Credit if their local government or school district stays within the property tax cap.

In **year two** of the program, homeowners will receive the Freeze Credit for taxes from any taxing jurisdictions in which the homeowner resides that stay within the property tax cap **and** put forward a compliant plan to save one percent of their tax levies in each of the following three years.

Local governments and school districts may take a variety of approaches to develop their Government Efficiency Plans, but they are strongly encouraged to convene and facilitate a process to develop and submit county-wide or BOCES region-wide Government Efficiency Plans.

The program is expected to result in over \$1.5 billion in direct property tax relief over three years.

II. Taxpayer Eligibility

In order to receive the Freeze Credit, a homeowner must be eligible for the STAR property tax exemption. STAR eligibility requires that:

- the combined adjusted gross income of all the owners residing on the parcel does not exceed \$500,000; and
- the property serves as the primary residence for the homeowner.

The homeowner must also reside in one or more taxing jurisdictions that have met the requirements outlined below. These requirements will be phased in over two years.

Year 1: The jurisdiction must comply with the property tax cap. This means the increase in the tax levy cannot be more than that allowed by the formula established by State law.

Year 2: The jurisdiction must comply with the tax cap **and** develop and implement a Government Efficiency Plan determined to be compliant by DOB.

This chart illustrates the eligibility requirements applicable to jurisdictions as the program is phased in.

Year	Jurisdiction*		Eligibility Requirement
2014	School districts	>>>	Comply with tax cap only
2015	School districts	>>>	Comply with tax cap & submit an efficiency plan determined to be compliant
	Local governments	>>>	Comply with tax cap only
2016	Local governments	>>>	Comply with tax cap & submit an efficiency plan determined to be compliant

* Different rules apply to Buffalo, Rochester, Syracuse and Yonkers – see section below.

A homeowner's Freeze Credit for each taxing jurisdiction will be calculated separately and combined in a single check.

Example One:

A homeowner's primary residence is subject to town, village, and fire district taxes. Only the town and village comply with the tax cap and submit a Government Efficiency Plan determined to be compliant.

In this case the homeowner's Freeze Credit will be based only on increases to the town and village taxes; the homeowner's Freeze Credit will not include an amount related to the non-compliant fire district.

Example Two:

A homeowner's primary residence is subject to taxes for a central high school district and one of its component school districts. Only the component school district complies with the tax cap and submits a Government Efficiency Plan determined to be compliant.

In this case, the homeowner's Freeze Credit will be based only on the increases to the component school district's taxes; the homeowner's Freeze Credit will not include an amount related to the non-compliant central high school district.

New York City residents

New York City homeowners are not eligible for the Freeze Credit because New York City is not subject to the property tax cap. New York City homeowners and renters are eligible for the New York City Circuit Breaker Tax Credit.

III. Taxing Jurisdiction Compliance**A. Property Tax Cap Compliance**

For homeowners to receive the Freeze Credit in the **first year** of the program, their local government or school district must not exceed the tax cap.

1. Fiscal Years to be used in Determining Tax Cap Compliance

For school districts and the "Big Four" cities - Rochester, Buffalo, Syracuse, and Yonkers - Freeze Credit eligibility will depend on the school district's/"Big Four" city's tax cap compliance in Fiscal Year 2014-15 and Fiscal Year 2015-16. For all other local governments, Freeze Credit eligibility will depend on the local government's tax cap compliance in local fiscal years beginning in 2015 and 2016.

	Year 1	Year 2
School Districts/ "Big Four" cities	Fiscal Year 2014-15	Fiscal Year 2015-16
All Other Local Governments	Fiscal Years Beginning in 2015	Fiscal Years Beginning in 2016

Tax cap compliance is tested annually. Failure to stay within the tax cap in year one has no bearing on Freeze Credit eligibility in year two. Failure to stay within the tax cap in year two will not result in a recapture of credits issued for a previously compliant taxing jurisdiction.

2. Certification*a. School Districts*

In order for homeowners in a school district to receive the Freeze Credit, the school district's chief executive officer (i.e., Superintendent of Schools) must certify that the budget adopted by the school district does not require a levy that exceeds the levy limit, including permissible exclusions, under the tax cap.

Example one:

The levy limit for a school district is \$1,000,000, which is less than the prior year levy of \$1,100,000. The district voters reject the proposed budget and the district adopts a contingency budget with a \$1,100,000 levy. The homeowners will not receive the Freeze Credit because the actual levy exceeded the \$1,000,000 levy limit.

Example two:

School district voters approve an “override” budget that anticipates tax levy exceeding the tax cap. The district adjusts its budget after the budget vote so the actual levy complies with the tax cap. Residents of the district will be eligible for the Freeze Credit.

The certification must be sent to the:

- State Comptroller;
- Commissioner of Taxation and Finance; and
- Education Commissioner.

The State Comptroller, in consultation with the Commissioner of Taxation and Finance and the Education Commissioner, will determine the form of this certification. The State Comptroller is developing an electronic system that will allow school districts to satisfy these requirements with a single electronic certification.

b. Local Governments

In order for homeowners in a local government unit to receive the Freeze Credit, the local government's chief executive officer or budget officer (see discussion of certifications under the *Government Efficiency Plan Compliance* section--pp. 12-15--for a complete description of these positions) must certify:

- the budget adopted by the local government does not exceed its tax cap; and
- if applicable, the repeal of any local law or resolution adopted to allow the local government to exceed the tax cap in the current year.

The certification must be sent to:

- the State Comptroller; and
- the Commissioner of Taxation and Finance.

The State Comptroller, in consultation with the Commissioner of Taxation and Finance, will determine the form of this certification. The State Comptroller is developing an electronic system that will allow local governments to satisfy these requirements with a single electronic certification.

c. Due Dates

This certification must be made by the 21st day of the fiscal year to which it applies in order for the local government's or school district's homeowners to receive the Freeze Credit.

For example, a school district must certify by July 21, 2014 for the 2014-15 school year (which begins on July 1, 2014) and a town must certify by January 21, 2015 for the 2015 fiscal year (which begins on January 1, 2015).

d. Reserve Accounts

If, after the budget is certified as tax cap compliant, it is found that the levy exceeded the property tax cap, even if the proper override steps have been taken, then the school district or local government must place the amount of the levy that exceeds the cap in reserve.

These excess funds must be used to offset the levy in subsequent years in the same manner as currently required for a school district or local government that exceeds the cap without authorization.

This requirement ensures that only homeowners in local governments or school districts that stay at or below the cap receive Freeze Credits.

B. Government Efficiency Plan Compliance

For qualified homeowners to receive the property tax credit in year two, the school district or local government must participate in the development and implementation of a Government Efficiency Plan determined to be compliant by DOB.

This section describes:

- how entities can participate in the development of a Government Efficiency Plan;
- the eligible activities that can be included in the plan;
- the savings requirement for the plan; and
- the certifications necessary for the plan.

Additional guidance on the form and procedures for submitting the Government Efficiency Plan will be issued at a later date.

1. Participation

Local governments and school districts may take a variety of approaches to develop their Government Efficiency Plans, but they are strongly encouraged to convene and facilitate a process to develop and submit county-wide or BOCES region-wide Government Efficiency Plans.

School districts (outside of the "Big Four" cities) may develop Government Efficiency Plans either with other school districts or on their own. Similarly, local governments may develop Government Efficiency Plans either with other local governments or on their own.

Within the "Big Four" cities, both the school district and the city must jointly participate in the development of a Government Efficiency Plan. Should either entity refuse, then the homeowners in the "Big Four" city will not be eligible for the Freeze Credit in year two. (Nothing precludes the city from developing a Government Efficiency Plan with other local governments.)

A school district or local government may only participate in one Government Efficiency Plan. However, school districts or local governments may include in their plans only their share of savings accruing from cooperation agreements, shared services, mergers, and efficiencies that were undertaken with another school district or local government that is not participating in their plan.

Example:

School District A and School District B implement a cooperation agreement that will save School District A \$10,000 annually and School District B \$15,000 annually.

- If School District A and School District B participate in the same Government Efficiency Plan, the full \$25,000 may be included to meet the plan's savings requirement.
- If School District A and School District B participate in separate Government Efficiency Plans, School District A may include the \$10,000 it will save in its Government Efficiency Plan and School District B may include the \$15,000 it will save in its Government Efficiency Plan. A school district cannot include savings from the cooperative agreement that its partner school district is saving.
- If School District A participates in a Government Efficiency Plan but School District B does not participate in any Government Efficiency Plan, School District A may only include the \$10,000 it will save in its Government Efficiency Plan. A school district cannot include savings from the cooperative agreement that its partner school district is saving - even if the partner school district is not participating in a Government Efficiency Plan.

Efficiency Actions between School Districts and Local Governments Allowed

School districts and local governments may jointly undertake efficiency actions. These actions and the savings that result may be included in their respective Government Efficiency Plans, regardless of whether the school district or local government is submitting an individual plan or a plan with other school districts or local governments.

Separate Efficiency Plans for School Districts and Local Governments

Although efficiency actions between school districts and local governments can be included in Government Efficiency Plans:

- school districts outside of the "Big Four" cities may only submit Government Efficiency Plans with other school districts outside of the "Big Four" cities; and
- local governments, including the "Big Four" cities and their dependent school districts, may only submit Government Efficiency Plans with other local governments.

Example:

County A and School District B implement an efficiency that will save County A \$13,000 annually and School District B \$8,000 annually.

- County A may include the \$13,000 it will save in its Government Efficiency Plan with other local governments. School District B may include the \$8,000 it will save in its Government Efficiency Plan with other school districts. A local government or school district cannot include savings from the efficiency that its partner local government or school district is saving.
- If County A participates in a Government Efficiency Plan but School District B does not participate in any Government Efficiency Plan, County A may only include the \$13,000 it will save in its Government Efficiency Plan. A local government or school district cannot include savings from the efficiency that its partner local government or school district is saving - even if the partner is not participating in a Government Efficiency Plan.

2. Savings Requirements

The cooperation agreements, shared services, mergers, and efficiencies in the Government Efficiency Plan must collectively generate savings of **at least one percent** of the levy of the school districts or local governments participating in the Government Efficiency Plan.

a. Calculating Savings

School districts

To calculate the savings requirement for a school district Government Efficiency Plan, add the 2014-15 school year levies for all school districts that are participating in the Government Efficiency Plan and multiply the sum by one percent.

Local governments

Similarly, to calculate the savings requirement for a local government Government Efficiency Plan, add the levies for local fiscal years beginning in 2014 for all local governments that are participating in the Government Efficiency Plan and multiply the sum by one percent.

It is important to note that this savings requirement is **one percent of the property tax levy** - not one percent of total revenues or total expenditures, which would be larger.

Example:

One county, one city, three towns, two villages, and three fire districts develop a Government Efficiency Plan together. All of these local governments have fiscal years that begin on January 1, except for the two villages, which have fiscal years that begin on June 1.

For the local governments with a January 1 fiscal year, the levy used would be for the 2014 fiscal year.

For the two villages, the levy used would be the 2014-15 fiscal year, as this fiscal year begins in 2014.

The total levy for the participating local governments is \$78,000,000. The savings requirement that would need to be achieved is one percent of this levy - \$780,000.

	Local Fiscal Year Beginning in 2014	Levy for that Year
County A	2014	\$40,000,000
City A	2014	\$10,000,000
Town A	2014	\$7,000,000
Town B	2014	\$5,000,000
Town C	2014	\$6,000,000
Village A	2014-15	\$3,000,000
Village B	2014-15	\$4,000,000
Fire District A	2014	\$900,000
Fire District B	2014	\$1,100,000
Fire District C	2014	\$1,000,000
Total Levy		\$78,000,000

Total Levy for Participating Local Governments	\$78,000,000
x 1%	x 1%
Savings Requirement	
	\$780,000

Local governments integrated within another local government

Some local governments, such as certain special districts, are wholly integrated within another local government - i.e. the special district is

- established, administered, and governed by the board of that other local government; and
- supported by a tax levy imposed by and under the authority of that other local government.

In these cases any property tax being levied by the overarching local government to support the operations of the subordinate special district is considered part of the tax levy of the overarching local government and must be counted in the total levy for the purposes of the savings calculations. In addition, savings actions taken that include these wholly integrated local governments are counted as part of the savings for the overarching local government for plan purposes. This is consistent with how these entities are treated under the tax cap.

b. Overall Plan Savings

For school districts, the Government Efficiency Plan must result in savings of at least the savings requirement in the 2016-17, 2017-18, and 2018-19 school years, when fully implemented. Similarly, for local governments, the Government Efficiency Plan must result in

savings of at least the savings requirement in local fiscal years beginning in 2017, 2018, and 2019, when fully implemented.

It is important to note that **the savings requirement is plan-wide**. Each school district or local government does not have to individually meet the savings requirement - the plan as a whole has to meet the savings requirement.

Example:

One county, one city, three towns, two villages, and three fire districts develop a Government Efficiency Plan together with a savings requirement of \$780,000. The cooperation agreements, shared services, mergers, and efficiencies included in the Government Efficiency Plan would generate savings of \$790,000 in 2017, \$809,000 in 2018, and \$829,000 in 2019 - exceeding the savings requirement.

Description of cooperation agreement, shared service, merger, or efficiency	Savings Generated in Fiscal Year		
	2017	2018	2019
County A enters into a cooperation agreement to have City A, Town A, Town B, Town C, Village A, and Village B undertake snow removal and road maintenance for the county in their respective local governments	\$300,000	\$310,000	\$320,000
Fire District A, Fire District B, and Fire District C merge	\$100,000	\$100,000	\$100,000
Town A and Town C continue to share tax collection services	\$30,000	\$30,000	\$30,000
Town B implements the efficiency of a lockbox payment system that reduces the need for administrative personnel	\$70,000	\$71,000	\$72,000
Town A and Village A enter into a cooperation agreement to create a single police force instead of two separate police forces	\$95,000	\$100,000	\$105,000
Village B implements the efficiency of eliminating its duplicative assessment	\$35,000	\$35,000	\$35,000
County A shares services with City A, Town A, Town B, Town C, Village A, and Village B by taking over the maintenance and administration of all of city, towns, and village parks	\$160,000	\$163,000	\$167,000
Total Savings	\$790,000	\$809,000	\$829,000
Savings Requirement	\$780,000	\$780,000	\$780,000

3. Eligible Activities

Government Efficiency Plans can include *cooperation agreements, shared services, mergers, and efficiencies*.

Types of Activities

Cooperation agreements are "agreements entered into between eligible school districts ["local government units" for local governments] to implement the sharing or consolidation of functions or services, including but not limited to procurement, real estate and facility management, fleet management, business and financial services, administrative services, payroll administration,

time and attendance, benefits administration and other transactional human resources functions, contract management, grants management, transportation services, facilities and function, human services facilities and functions, customer service facilities and functions and information technology infrastructure, process, services and functions."

Shared services are "functional consolidations by which one eligible school district ["local government unit" for local governments] completely provides a service or function for another eligible school district ["local government unit"], which no longer engages in that function or service; shared or cooperative services between and among eligible school districts ["local government units"]; and regionalized delivery of services between and among eligible school districts ["local government units"]. These shared services may be for services or functions including but not limited to: procurement, real estate and facility management, fleet management, business and financial services, administrative services, payroll administration, time and attendance, benefits administration and other transactional human resources functions, contract management, grants management, transportation services, facilities and functions, human services facilities and functions, customer service facilities and functions and information technology infrastructure, processes, services and functions."

Mergers for school districts are "reorganizations of eligible school districts pursuant to sections fifteen hundred five, fifteen hundred eleven through fifteen hundred thirteen, fifteen hundred twenty-four, fifteen hundred twenty-six, seventeen hundred five, eighteen hundred one through eighteen hundred three, or twenty-two hundred eighteen of the education law; or reorganizations, consolidations, or dissolutions of eligible school districts in which one or more eligible school districts are terminated and another eligible school district assumes jurisdiction over the terminated school district or districts pursuant to any other provision of law."

Mergers for local governments are "consolidations or dissolutions of local government units in accordance with article seventeen-A of this chapter [general municipal law] or reorganizations, consolidations, or dissolutions of local government units in which one or more local government units are terminated and another local government unit assumes jurisdiction over the terminated local government unit or units pursuant to any other provision of law."

Efficiencies are actions taken by a local government or school district to improve the completion of existing processes or functions or the delivery of existing services that result in lower costs.

Past Activities

Eligible past efficiencies, shared services, and reforms include only those implemented since the local government or school district became subject to the tax cap.

- For local governments, this is the first day of the fiscal year beginning in 2012 (January 1, 2012 for counties, most cities, towns, fire districts, and other local governments with a calendar fiscal year; June 1, 2012 for most villages).
- For school districts, this is July 1, 2012.

In order to be included in the Government Efficiency Plan, such past efficiencies, shared services and mergers, local governments and school districts will be required to submit

documentation of the specific actions that were implemented and the savings associated with such actions.

4. Certifications

The Government Efficiency Plan includes a number of certifications to ensure:

- local officials implement the cooperation agreements, shared services, mergers, and efficiencies identified in the plan;
- the savings estimates in the plan are accurate; and
- the total of the savings estimates meets the savings requirement.

a. Multiple School Districts. A school district participating in a Government Efficiency Plan with other school districts must make the following certifications:

The *superintendent* of each school district that is a signatory to the plan must certify in writing that "the eligible school district agrees to undertake its best efforts to fully implement by the end of the 2016-17 school year the cooperation agreements, mergers, efficiencies and/or shared services specified for the eligible school district in such plan."

The *chief financial officer* (i.e. assistant superintendent for business, school business administrator, school business official) of each school district that is a signatory to the plan must certify in writing that, in his or her professional opinion:

- "full implementation by the end of 2016-17 school year of the cooperation agreements, mergers, efficiencies and/or shared services that are to be taken by such school district itself as specified in such plan will result in the savings set forth in such plan attributable to such school district"; and
- "full implementation of the cooperation agreements, mergers, efficiencies and/or shared services as specified for all of the eligible school districts that are signatories to such plan will result in savings over the aggregate 2014-15 school year tax levies for all eligible school districts that are signatories to such plan of at least one percent in each of the 2016-17, the 2017-18 and the 2018-19 school years."

b. Individual School District. A school district submitting a Government Efficiency Plan by itself must make the following certifications:

The *superintendent* of the school district must certify in writing that the "eligible school district agrees to undertake its best efforts to fully implement by the end of the 2016-17 school year the cooperation agreements, mergers, efficiencies and/or shared services specified in such plan."

The *chief financial officer* (i.e. assistant superintendent for business, school business administrator, school business official) of the school district must certify in writing that "in his or her professional opinion, full implementation of the cooperation agreements, mergers, efficiencies and/or shared services as specified in such plan will result in savings over its

2014-15 school year tax levy of at least one percent in each of the 2016-17, the 2017-18 and the 2018-19 school years."

c. Multiple Local Governments. A local government participating in a Government Efficiency Plan with other local governments must make the following certifications:

The *chief executive officer or budget officer* of each local government that is a signatory to the plan must certify in writing that the local government "agrees to undertake its best efforts to fully implement by the end of the local fiscal year beginning in 2017 the cooperation agreements, mergers, efficiencies and/or shared services specified for the local government...in such plan."

The *chief financial officer* of each local government that is a signatory to the plan must certify in writing that in his or her professional opinion:

- "full implementation by the end of the local fiscal year beginning in 2017, of the cooperation agreements, mergers, efficiencies and/or shared services that are to be taken by such local government unit itself as specified in such plan will result in the savings set forth in the government efficiency plan attributable to such local government unit"; and
- "full implementation of the cooperation agreements, mergers, efficiencies and/or shared services as specified for all of the local government units and dependent school districts that are signatories to such plan will result in savings over the aggregate tax levies for fiscal years beginning in 2014 for all local government units that are signatories to such plan of at least one percent in each of the fiscal years beginning in 2017, beginning in 2018 and beginning in 2019."

d. Individual Local Government. A local government submitting a Government Efficiency Plan by itself must make the following certifications:

- The *chief executive officer or budget officer* of the local government district must certify in writing that the "local government unit agrees to undertake its best efforts to fully implement by the end of the local fiscal year beginning in 2017 the cooperation agreements, mergers, efficiencies and/or shared services specified in such plan."
- The *chief financial officer* of the local government must certify in writing that "in his or her professional opinion, full implementation of the cooperation agreements, mergers, efficiencies and/or shared services as specified in such plan will result in savings over its tax levy for the fiscal year beginning in 2014 of at least one percent in each of the fiscal years beginning in 2017, beginning in 2018 and beginning in 2019."

For local governments, the "chief executive officer or budget officer" could include:

- Counties - The county administrator, county director, county executive, county manager, county president, the chair of the board of supervisors, the individual appointed "budget officer", or the chief fiscal officer.
- Cities - The city manager or the mayor (if there is no city manager).

- Towns - The town supervisor or the town officer or employee appointed to be the budget officer.
- Villages - Village manager, village president, the mayor (if there is no village manager or village president), or the individual appointed budget officer by the villager manager or mayor.
- Fire districts - The chair of the board of commissioners.
- Other special districts - The chair of the board of commissioners.

For local governments, the "chief financial officer" could include:

- Counties - If the county operates under a charter, an alternative form of county government, or an optional county government, the position designated as the chief financial officer or, if no designation is made, the official possessing the powers and duties similar to the county treasurer. For all other counties, if the county has a county comptroller, the county comptroller. If the county does not have a county comptroller, the county treasurer.
- Cities - If the city has a city comptroller, the city comptroller. If the city does not have a city comptroller, the city treasurer. If the city does not have a city comptroller or a city treasurer, the official possessing the powers and duties similar to the city treasurer.
- Towns - The town supervisor.
- Villages - The village treasurer.
- Fire districts - The district treasurer.
- Other special districts - The official designated that position by resolution.

e. "Big Four" Cities. A "Big Four" city and its dependent school district must jointly participate in a Government Efficiency Plan either with other local governments or as an individual plan for both the city and the dependent school district.

Regardless of whether the city or the dependent school district participates with other local governments or as an individual plan, the appropriate dependent city school district official must make the following certifications in addition to the certifications made by the appropriate city official as outlined above.

The *chief executive officer or budget officer* (i.e. the superintendent) of each dependent school district must certify in writing that the dependent school district "agrees to undertake its best efforts to fully implement by the end of the local fiscal year beginning in 2017 the cooperation agreements, mergers, efficiencies and/or shared services specified for the...dependent school district in such plan."

The *chief fiscal officer* (i.e. assistant superintendent for business, school business administrator, school business official) of the dependent school district must certify in writing that "in his or her professional opinion, full implementation by the end of the local fiscal year beginning in 2017, of the cooperation agreements, mergers, efficiencies and/or shared services that are to be taken by such local government unit itself as specified in such plan will result in the savings set forth in the government efficiency plan attributable to such...dependent school district."

The *chief financial officer* (i.e. assistant superintendent for business, school business administrator, school business official) of the dependent school district must certify in writing that "in his or her professional opinion, full implementation of the cooperation agreements, mergers, efficiencies and/or shared services as specified for all of the local government units and dependent school districts that are signatories to such plan will result in savings over the aggregate tax levies for fiscal years beginning in 2014 for all local government units that are signatories to such plan of at least one percent in each of the fiscal years beginning in 2017, beginning in 2018 and beginning in 2019."

5. Submission

Multiple Local Governments or School Districts. Government Efficiency Plans with more than one school district/local government must designate one school district/local government as lead entity. The lead entity will submit the Government Efficiency Plan on behalf of all school district/local government signatories to the plan.

The school districts/local governments that are not the lead entity must deliver their Government Efficiency Plan certifications to the lead entity no later than May 15, 2015. The chief financial officer for the lead entity must submit the following documents to the New York State Director of the Budget by no later than June 1, 2015:

- the Government Efficiency Plan;
- a list of all school districts/local governments that are signatories to such plan;
- all of the Government Efficiency Plan certifications; and
- an analysis of the savings to be achieved by the Government Efficiency Plan (including required documentation of past savings actions).

Individual Local Government or School District. A Government Efficiency Plan for an individual school district or local government must be submitted by the school district superintendent/local government chief executive officer or budget officer to the Director of the Budget by June 1, 2015. The submission must include:

- the Government Efficiency Plan;
- all of the Government Efficiency Plan certifications; and

- an analysis of the savings to be achieved by the Government Efficiency Plan (including required documentation of past savings actions).

Additional guidance on the form and procedures for submitting Government Efficiency Plans will be issued at a later date.

The Director of the Budget will review these documents and determine whether the legal requirements for the Government Efficiency Plan have been met by each signatory to a Government Efficiency Plan. By July 31, 2015, the Director will notify the Commissioner of Taxation and Finance of the local government units and school districts that have met these requirements. Meeting these requirements, along with staying within their tax caps, would make their residents eligible to receive year two of the property tax credit.

IV. Amount and Payment of the Credit

A. Calculating the Credit

The amount of the Freeze Credit in the applicable years will be the greater of the homeowner's year-to-year growth in property taxes or the allowable levy growth factor under the tax cap in the applicable years multiplied by the homeowner's prior year tax bill. The allowable levy growth factor is the lesser of two percent or the rate of inflation and will be the same for all local governments and school districts with the same fiscal year (e.g. for school year 2014-15, which starts July 1, 2014, the allowable levy growth factor is 1.46% for all school districts).

Example:

In 2015, the allowable levy growth factor for the city was two percent, but the city kept its levy flat. The homeowner's city bill in 2015 was \$2,000 - the same as it was in 2014. The homeowner would receive a Freeze Credit for the city property tax bill of \$40 dollars.

Calculation 1: Change in Bill

2015 Bill	\$2,000
- 2014 Bill	- \$2,000
	<u>\$0</u>

Calculation 2: Tax Cap Growth

2014 Bill	\$2,000
x Tax Cap Growth	x 2%
	<u>\$40</u>

The credit would be \$40 because the result from calculating the credit based on tax cap growth was greater than the result from calculating the credit based on the actual change in the property tax bill.

A homeowner's residence will invariably be located in multiple jurisdictions (e.g., a county, town and school district). The Freeze Credit will only be based on those jurisdictions that meet the requirements of the law.

Example:

A homeowner lives in a county and a town. The homeowner's bill for the county levy increases from \$3,000 in 2014 to \$3,060 in 2015. The homeowner's bill for the town levy increases from \$1,000 in 2014 to \$1,050 in 2015. In 2015, the county complies with the credit requirements, but the town does not because it exceeded its tax cap. The homeowner would receive a Freeze Credit of \$60 - just for the county portion of the bill.

	2014 Bill	2015 Bill	Credit	
County	\$3,000	\$3,060	\$60	County complied with property tax credit requirements
Town	\$1,000	\$1,050	-	Town did <u>not</u> comply with property tax credit requirements
Total	\$4,000	\$4,110	\$60	

The credit received by the homeowner would be \$60. This is based only on the county portion of the bill - not the town portion, because the county complied with the property tax credit requirements, while the town did not.

The credit will not reimburse homeowners for increases due to:

- improvements to the property that increase its value;
- changes in a property's exemption status; or
- a jurisdiction-wide reassessment to the extent the increase in the homeowner's assessed value exceeds the average change in assessed value.

Credits for co-ops and mobile homes. The credit for co-ops and mobile homes that are not separately assessed will be calculated as such:

- Co-op owners: the credit will be 60 percent of the average credit for the jurisdiction.
- Mobile home owners: the credit will be 25 percent of the average credit for the jurisdiction.

B. Payment of the Freeze Credit

The New York State Department of Taxation and Finance will determine each homeowner's eligibility, calculate the amount of the Freeze Credit, and send the Freeze Credit to the homeowner. There is no requirement for the homeowner to calculate or apply for the Freeze Credit.

Eligible homeowners will receive checks in:

- Fall 2014 for the credit due on their 2014-15 school district taxes;
- Fall 2015 for the credit due on both their 2015 local government and 2015-16 school district taxes; and
- Fall 2016 for credit due on their 2016 local government taxes.

Buffalo, Rochester, Syracuse, and Yonkers

In the "Big Four" cities - Buffalo, Rochester, Syracuse, and Yonkers - the timetable will be somewhat different because those cities have dependent school districts and levy city and school district taxes together.

For consistency with other entities, 67 percent of the Freeze Credit attributable to the 2014-15 and 2015-16 tax levies (an approximation of the school district share) will be paid to eligible homeowners in these cities in Fall 2014 and Fall 2015. The remaining 33 percent (an approximation of the city share) will be paid in Fall 2015 and in Fall 2016.

Payment of Freeze Credit			
	Fall 2014	Fall 2015	Fall 2016
School Districts	2014-15	2015-16	
"Big Four" Cities	67% of 2014-15	33% of 2014-15 67% of 2015-16	33% of 2015-16
All Other Local Governments		Fiscal Years Beginning in 2015	Fiscal Years Beginning in 2016

Homeowners will receive a single check each year for all eligible local government and school district taxes - separate checks will not be sent out for each level of government (county, town, school district, etc.).

The Department of Taxation and Finance will establish a procedure for homeowners to request reimbursement if they did not receive a Freeze Credit but believe they were eligible, or believe they were entitled to a larger Freeze Credit than they received.

NYS TAX DEPARTMENT
W A HARRIMAN CAMPUS
ALBANY NY 12227

UNITED WE SAVE



W E S T C H E S T E R C O U N T Y

Shared Municipal Services Resource Guide 2013

Westchester
gov.com

ROBERT P. ASTORINO
Westchester County Executive

County resources and services can save you money.

Contact us to learn more or visit us at
www.westchestergov.com/sharedservices.



September 26, 2013

Welcome to Westchester County's Shared Municipal Services Expo: "United We Save."

As unfunded mandates and reduced state and federal funding continue to strain our local government and school district budgets, the challenge of doing more with less has never been greater. One solution is for various levels of government to come together to share resources and expertise.

The public doesn't care who is doing the job. What they care about are results and getting value for their tax dollars.

The county has a unique perspective, because our resources can be shared broadly. We are the hub and can offer support to the spokes which are the local communities.

Our many shared services success stories include jumpstarting the Village of Rye Brook's comprehensive plan while saving city residents \$60,000, helping the Mount Vernon Police Department get criminals and drugs off the streets through our Safer Communities initiative, and saving the residents of Yonkers \$150,000 annually under the Human Rights Commission Shared Services Agreement.

In the pages that follow you will find a comprehensive description of the shared services available from the county in the areas of public safety, planning, purchasing, information technology and many more. For even more in-depth information, visit the companion Web site www.westchestergov.com/sharedservices.

By collaborating with county government to share services, I believe we can continue to ease the tax burden on residents and increase efficiencies for local governments, schools and other districts.

If you have ideas for shared services that we haven't thought of, let me know.

Yours truly,



Robert P. Astorino

Westchester County Executive

Westchester County Shared Services By Department

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Archives and Records Management Services

Record Storage Vaults

Environmentally protected Record Storage Vaults may be used to store a local government's unique and intrinsically valuable records, accompanied by expert cataloging to promote improved public access. Historically valuable municipal collections benefit from enhanced security, fire protection, professional cataloging, regularized hours for public research and increased availability, without the municipalities having to provide these services themselves.

Specialized Scanning Services

Expert systems and trained personnel are equipped to provide Specialized Scanning Services to scan a local government's rare books and documents. Best practice and archival guidelines for digitization are met to ensure quality of the scan, preservation of the images on the county's state-of-the-art server system and eventual migration to the next level of technology.

Historical Treasures of Westchester County

Through participation in the Virtual Archives' "Historical Treasures of Westchester County" website, at www.westchesterarchives.com/HT/home.html, local communities may provide online access to many of their most valuable primary source documents without having to fund the service themselves.

>>CONTACT:

Chris Gratzel
(914) 231-1504
cag4@westchestergov.com

Community Mental Health

Employee Assistance Program (EAP)

The Westchester County Department of Community Mental Health has an Employee Assistance Program that was established in 1977. It currently provides support to the administrators and employees of Westchester County, Putnam County and 33 municipalities. EAP is low-cost and is designed to

help employees with problems that may affect job performance such as legal, financial, family, emotional, psychiatric, marital, and alcohol and substance abuse. EAP also offers assistance to supervisory staff to help them find solutions to complex human resources problems through a multitude of trainings and/or individual assistance.

>>Contact:

Pamela Jones-Brice
(914) 995-6070
pkj1@westchestergov.com

County Clerk

Local Mortgage Tax Forecasting

In an effort to assist municipalities in the budget process, local officials can access monthly reports of mortgage taxes collected for a municipality by the Office of the Westchester County Clerk via Westchester Records Online. Please note that the amounts shown on these reports are subject to deductions calculated by the Finance Department of the County of Westchester and additions or deductions as imposed by state orders. Data for a month is released on the eleventh day of the following month, so you will be able to select time frames including the previous month starting on the eleventh of the month.

Westchester Records Online (WRO)

The County Clerk's Westchester Records Online is made available to all Westchester County municipalities. Westchester Records Online is a web-based application through which a customer can find data about and images of documents ranging from deeds to maps to summons filed in the Office of the Westchester County Clerk. Our partners in government can enter into an Inter-Municipal Agreement (IMA) to view not only public records, but also imaged documents such as the Real Property Transfer Forms which are not available to the public.

Shared Municipal Services Resource Guide 2013

Weekly Deed Abstracts Report

The Office of the Westchester County Clerk has worked with local tax assessors to provide them with access to summary reports, as well as the underlying deeds and Real Property Transfer Reports. Local tax assessors can access this information within moments of the documents being recorded in the clerk's office. Access is granted through Westchester Records Online.

>>CONTACT:

Lareenna Robertson
(914) 995-3085
lmj1@westchestergov.com

Office for the Disabled

ParaTransit

In addition to the Bee Line Bus service the county provides a shared ride, curb to curb and origin to destination transportation service that mirrors the regular fixed bus for individuals who are unable to use the regular fixed bus. Individuals who are disabled are required to register for the ParaTransit service. Westchester County is also providing the use of taxi cabs in the cities of White Plains, Peekskill and New Rochelle. This initiative is being developed throughout the county providing the disabled community alternative ParaTransit services.

>>CONTACT:

Evan Latainer
(914) 995-2958
ehl2@westchestergov.com

>>CONTACT:

Terri Goodwin
(914) 995-2960
tlg3@westchestergov.com

Disability Resource Guide

The Office for the Disabled has compiled a list of agencies providing services for the disabled throughout Westchester County. The list provides the information about each agency, i.e. disabilities served, age groups, mission statement and contact information

>>CONTACT:

Fadiya Abbasi
(914) 995-2955
ffa6@westchestergov.com

Handicapped Parking Education Program:

A public education campaign "Handicapped Parking" it's not for everybody! to ensure that parking spots and their access aisles reserved for the disabled are only used by the disabled.

This program also offers a Disability Awareness Program focusing on "A Look Inside" video of an individual's daily life. Also offered are the Kids on the Block Puppeteer Program. A puppet program for elementary school students.

>>CONTACT:

Anna Masopust
(914) 995-2959
ammi@westchestergov.com

BEAT PLUS Program

Assists special education students in gathering the basic foundation of the Bee Line Bus Public Transportation System through 4 class presentations.

>>CONTACT:

Anna Masopust
(914) 995-2959
ammi@westchestergov.com

Sign Language Interpreter Services

The Office for the Disabled coordinates requests for sign language interpreters upon request for county departments, schools, medical appointments etc.

>>CONTACT:

Andrea Sadowski
(914) 995-2956
afs5@westchestergov.com

The Miracle League of Westchester

A baseball program for disabled children and adults servicing over 750 individuals. Games are held the Miracle League Field located at Ridge Road Park in Hartsdale NY.

>>CONTACT:

Evan Latainer
(914) 995-2958
ehl2@westchestergov.com



Patrol Services Division pg. 18

"To date there have been about 185 arrests. The police officers have taken guns off the streets, narcotics off the street, and more importantly than the numbers is the fact that Mount Vernon residents can feel safer, because we have a county police officer and a Mount Vernon police officer working together."

Terrance Raynor, *Mount Vernon Police Commissioner*



Shared Municipal Services Resource Guide 2013

District Attorney's Office

Westchester Intelligence Center

The Westchester Intelligence Center of the District Attorney's Office is a collaborative partner with Westchester's 42 local police departments, as well as state, federal and regional agencies, to facilitate information sharing, analyze electronic data, locate and connect information from disparate data sources, and apply these technology driven solutions to criminal investigations. In addition to supporting criminal investigations, WIC analysts regularly provide crime statistics and other data to localities and agencies.

>>CONTACT:

Robert Kelly
(914) 995-8821
rkelly@westchesterda.net

High Technology Crimes Bureau

The District Attorney's Office is the first prosecutor's office in New York State to have an on site Computer Forensics Laboratory. This facility is capable of analyzing digital and electronic evidence in criminal investigations in cases that include on line solicitation of underage children, identity theft, and other criminal schemes.

>>CONTACT:

Edward Livingston
(914) 995-3420
elivingston@westchesterda.net

Services for Crime Victims

The Victim Justice Center at the District Attorney's Office provides **crime victims** with information concerning their legal rights, assistance with victim impact statements, access to counseling and help in filing for restitution. Services are free of charge and bi-lingual. The Victim Justice Center is located at the District Attorney's Office and is open Monday through Friday during normal business hours. In addition to the Victim Justice Center, **domestic violence victims** can receive specialized comprehensive services and legal services through the County's Family Justice Center located at the White Plains Courthouse complex. The Family Justice Center is supported by a federal grant and includes providers from across Westchester County. The District Attorney's Office coordinates a multi-disciplinary team of profession-

als that investigate **child abuse** cases at Westchester's Children's Advocacy Center (CAC). Child abuse victims receive forensic interviews and medical exams at the CAC with the overriding goal of reducing trauma to child victims. Child victims and family members also receive access to counseling and crime victim advocacy.

>>CONTACT:

Victim Justice Center
(914) 995-3300

Community Education & Crime Prevention Activities

As part of the crime prevention efforts of the District Attorney's Office, prosecutors offer presentations to a wide range of groups, including senior citizens, civic and neighborhood organizations, students, school staffs, and others on topics such as internet safety, bullying, drug and alcohol abuse, gun violence, economic and real estate fraud, bias crime, neighborhood safety and animal cruelty.

>>CONTACT:

Susan Brownbill-Vega
(914) 995-6317
svega@westchesterda.net

Training

The District Attorney's Office regularly provides training for law enforcement and other agencies. The wide range of topics has recently included various legal updates, elder abuse, sex crimes, human trafficking, arson, drug and alcohol abuse, cyberbullying and internet safety, animal cruelty and the use of K-9 animals in investigations.

>>CONTACT:

Keary Neary
(914) 995-3346
kneary@westchesterda.net

Office of Economic Development

The Westchester County Office of Economic Development (OED) is redefining government's role in helping businesses of all size, including not-for-profits succeed in Westchester. In collaboration with a far-reaching team of public and private professionals, OED's main mission is quickly connecting business

owners and their representatives with the information, financial and human resources their organizations need to start, expand, stay or come to Westchester County – New York's Intellectual Capital. Whether you're moving people, products, services or information, OED is here to serve your needs.

>>CONTACT:

Eileen Mildenberger
(914) 995-2988
EMildenberger@westchestergov.com

Emergency Services

Emergency Communications Center (ECC)

The ECC also known as "60 Control" provides primary dispatch services to 48 (83%) of the 58 fire departments and 26 (58%) of the 45 EMS agencies in the county. The ECC coordinates all fire and EMS mutual aid responses throughout Westchester.

Voice over Internet Protocol (VoIP) Communications

The county supports an Internet-based "Hotline" phone system that operates independent from the Public Switched Telephone Network (PSTN). This system provides redundant communications during an emergency. The system is offered to municipal emergency operation centers, hospitals and other emergency management partners.

Radio Amateur Civil Emergency Service (RACES)

Utilizing volunteer amateur radio operators and advanced communications equipment these individuals can provide emergency radio communications during a disaster or catastrophic event.

Emergency Portable Radio Cache

Through our partnership with the New York City Urban Area Securities Initiative and funding through the Public Safety Interoperable Communications (PSIC) Grant Program the County received 200 portable radios. These radios are designed to assist police, fire and EMS agencies that require additional radio equipment during a large scale emergency or when outside mutual aid agencies are assigned to assist the county by bringing additional resources or expertise.

Site on Wheels (SOW)

The County Department of Emergency Services with assistance of a Department of Homeland Security grant program purchased a mobile radio tower. This mobile tower will provide radio repeaters capable of supporting voice communications during a large planned event or during an emergency. The mobile radio tower is equipped with an 80-foot mast and is self-contained with radio equipment, generator and HVAC system.

EMS Zone Coordinators

The Department of Emergency Services supports EMS Zone Coordinators to assist in managing EMS resources at large preplanned events or during Mass Casualty Incidents. The coordinators are assigned a specific catchment area and meet with agencies in that area on a regular basis to relay pertinent information from the DES.

Westchester EMS Hospital Diversion System

The county developed and supports a region wide hospital diversion and bed tracking web portal. This tool helps EMS providers know when capacity has been exceeded at a specific location and an alternate facility can be selected.

>>CONTACT:

Michael Volk, Chief
(914) 231-1684
mkv1@westchestergov.com

Emergency Notification System (ENS)

Outbound calling system used for mass emergency notifications, based on geographic location, zip code and other parameters.

Incident Management & Logistical Support

Provides incident management and logistical support to local fire, law enforcement and emergency medical services at significant emergency incidents throughout the county. Additionally, the County EOC serves as a coordination point during county-wide disasters.

Shared Municipal Services Resource Guide 2013

Emergency Shelter Equipment

System of strategically placed caches of fixed and mobile emergency shelter supplies to support local sheltering efforts. Centralized stockpiles may be used when local resources for sheltering and mass care have become either exhausted or need exceeds local capabilities.

>>CONTACT:

Office of Emergency Management
(914) 864-5450

Special Needs Registry (SNR)

Voluntary self-registry of county residents, categorized by municipality, who may require additional assistance, transportation and or/ sheltering in a major emergency.

Emergency Medical Services (EMS) Training

Training programs are conducted for basic and advanced EMS providers. Program development works closely with local hospitals and physicians to provide on ongoing educational opportunities. Learn more about emergency training opportunities by signing up to our email list at: <http://emergency.services.westchestergov.com/>

>>CONTACT:

Katherine O'Connor
(914) 231-1685
koc1@westchestergov.com

Emergency Preparedness & Awareness Initiatives

Community-based outreach program to encourage citizens to better prepare for an emergency. "Go Bags" and brochures available at emergency preparedness events.

Westchester Emergency Volunteer Reserves (WEVR)/ Medical Reserve Corps (MRC)

Coordination and training of cadre of volunteers to be used to help support emergency responders and sheltering staff when needed.

>>CONTACT:

The Office of Emergency Management
(914) 864-5450

Respiratory Protection Fit Testing

The fit testing equipment loaner program can be utilized by local police, fire and EMS agencies that allows them the ability to fit test their first responders that are required to wear protective equipment.

>>CONTACT:

Nyle Salley
(914) 231-1495
nas5@westchestergov.com

DES Training Facilities

Consists of classrooms that are equipped with state-of-the-art resources and training grounds that can be used for hands-on or practical education. First responders in the county are trained at the Training Center or 2 satellite locations.

>>CONTACT:

Luci Labriola-Cuffe
(914) 231-1674
lel2@westchestergov.com

Fire Contracts

Municipalities can now take advantage of cooperative purchasing by utilizing the county's fire contracts: Fire Apparatus Maintenance and Repair:

Contract #5424BPS

Fire Hose:

Contract # RFB-WC-11127

Fire Apparatus, Ground Ladders and Fire Hose - Annual Testing and Inspection Contract:

Contract #: RFB-WC-11049

Firefighter "Bail Out" Rope System:

Contract #: RFB-WC-12113

Firefighter Turnout Gear Cleaning and Maintenance Contract:

Contract #: RFB-WC-224

Resuscitator, Inhalator and Air Pack Service Contract :

Contract #: RFB-WC-10278

Foam Contract:

Contract #: RFB-WC-12192

Cause & Origin Investigation (C&O)

Team comprised of 30 NYS Certified fire investigators working together to provide a central resource for local fire chiefs to determine the cause and origin of fires. Requested by local fire chief and responds to requests on a 24/7 hour basis.

Code Enforcement and Fire Inspections

The Code Enforcement Office performs fire safety inspections at all county owned or occupied properties. For assistance or questions pertaining to fire codes.

>>CONTACT:

Chief Neil Caputo
[914] 231-1178
nfc2@westchestergov.com

Corporate Training

Corporate training for OSHA Confined Space, Hazardous Materials and Fire Safety courses. Instruction can be customized to service corporation's needs and demographics.

>>CONTACT:

Nicholas Gasparre, Chief
[914] 231-1679
nng4@westchestergov.com

Deputy Fire Coordinators

The County Department of Emergency Services supports Deputy Fire Coordinators to help in coordinating mutual aid resources. The Deputy Fire Coordinators are dispatched to events when mutual aid fire resources are requested to an incident. They play a crucial role in being the eyes and ears of the DES Fire Coordinator.

>>CONTACT:

John M. Cullen,
Commissioner and Westchester County
Fire Coordinator
[914] 231-1688
jmc5@westchestergov.com

Hazardous Materials Response Team (HMRT)

The Hazardous Materials Response Team consists of highly trained volunteer team members. The HMRT responds to hazardous situations such as chemical spills, white powder calls, etc. This response is available to any municipality 24/7.

Technical Rescue Team (TRT)

The TRT consists of highly trained members of fire, EMS, police services and other professions that can manage trench rescue, high and low angle rescue, swift water rescue and collapse response.

>>CONTACT:

Pete Pitocco, Chief
[914] 231-1689
pap8@westchestergov.com

Environmental Facilities

Organic Yard Waste Transfer Program

A participating host municipality provides a site where yard waste from that community, as well as others, is collected. The county provides transportation of the yard waste from municipal sites to a composting facility.

>>CONTACT:

Mario Parise
[914] 813-5453
map1@westchester.gov.com

Mobile Shredder

Reserve the Mobile Shredder to help free up valuable inventory space often occupied by outdated documents and ensure that confidentiality is preserved.

>>CONTACT:

Peter Costa
[914] 813-5427
ppc9@westchester.gov.com

Municipal E-Waste Collection

Year-round disposal program for residentially generated electronic waste is offered to all Refuse Disposal District member municipalities.

Marianne Petronella
[914] 813-5416
msg3@westchester.gov.com

Medication Take-Back

Westchester County purchases medication take-back boxes for municipal police departments that agree to collect expired, unused or unwanted medications from residents. The departments can dispose of the collected medications by dropping them off at the County Household-Material Recovery Facility (H-MRF) in Valhalla on designated days.

>>CONTACT:

Mario Parise
[914] 813-5453
map1@westchester.gov.com



Taxi Drivers Licensing Program (pg. 23)

“The county is able to provide enhanced services that the local municipality may not have the wherewithal to provide such as drug testing and in-depth background checks on these drivers. We have a high degree of confidence that the people who are driving these cabs are safe and properly licensed and equipped to drive our citizens around and we think that’s a good thing for our community.” **Lee Roberts, Town of Bedford Supervisor**



Hazardous Waste Disposal for CESQGs

The county DEF is able to accept, by appointment, deliveries of hazardous waste and fluorescent bulbs from Conditionally Exempt Small Quantity Generators (CESQGs) which includes local municipal departments and small businesses at the Household Material Recovery Facility (H-MRF) on the Grasslands Campus in Valhalla. Acceptable wastes include chemicals like paint thinner, pesticides, fungicides, herbicides' gasoline, wax and polishes, drain openers, pool chemicals, wood preservatives, tube and compact fluorescent bulbs. There is a fee for CESQGs to dispose of hazardous waste at the H-MRF, but the cost is generally lower than the fee a private hazardous waste contractor would bill for the service.

Local municipalities and small business wanting to deliver waste to the H-MRF need to book an appointment on the first Thursday of every month. Prior to the appointment a form must be completed and filed with DEF.

>>CONTACT:

Sean O'Rourke
(914) 813-5473
wcdef@westchestergov.com

Health Department

Mosquito Control

To eliminate breeding sites for mosquitoes that can carry West Nile Virus, the health department's bureau of public health protection checks catch basins throughout the county for standing water and applies larvicide as needed. This year, the department evaluated approximately 55,000 catch basins and treated more than 44,000. The health department also traps and collects mosquitoes throughout the county to track the presence of West Nile virus. New for 2013, the county offers free minnows to residents or municipalities with ponds. Minnows reduce the mosquito population by eating mosquito larvae and pupae before they emerge into adults. This natural strategy has proven effective.

>>CONTACT:

Peter DeLucia
Assistant Commissioner
(914) 864-7355
ppd4@Westchestergov.com

Spill Response

When a tractor-trailer overturns in the middle of the night, spilling home heating oil onto the roadway and into a nearby stream, or equipment containing mercury is broken on a job site, or an oily sheen is spotted on a river or stream in Westchester, the health department's bureau of environmental quality ensures that harmful pollutants get cleaned up. Our first responders work to keep residents safe and the quality of our drinking water protected. On call around the clock, the county's spill team responds to oil, gasoline and other chemical spills. Working to protect rivers, streams and the drinking water supply, they ensure that spills are contained, cleaned up and corrected in accordance with state and local laws. Last year, the county received approximately 2,000 reports of spilled petroleum and chemicals such as mercury.

Storm Sewer System Illicit Discharge Elimination

Whenever sewage is detected in a storm water outfall in a river or the Long Island Sound, the health department's bureau of environmental quality is available to help identify illicit discharges into storm water systems so they can be stopped. This helps municipalities comply with federal storm water management requirements.

>>CONTACT:

Paul Kutzy
Assistant Commissioner
(914) 864-7368
pjk3@westchestergov.com

Preventing Lead Poisoning

Public health protection staffers from the healthy neighborhoods and the lead primary prevention programs team up to enter, inspect, and remediate lead paint problems in dwelling units before a child becomes lead poisoned. By proactively seeking out dwellings that may contain lead ahead of time, the health department works to prevent children from becoming lead poisoned. This is vital, since lead poisoning can be treated, but not completely reversed. The health department also educates and provides information to residents and contractors on safe renovation practices so that they can avoid spreading lead dust during home or business renovations.

>>CONTACT:

Peter DeLucia
Assistant Commissioner
(914) 864-7355
ppd4@Westchestergov.com

Shared Municipal Services Resource Guide 2013

Human Resources

Training Models

The County has developed various trainings – such as a New Employee Orientation, Workplace Violence Prevention training, and FMLA – that a local municipality might wish to view prior to developing their own training. A representative from the municipality might be able to sit in on the training session and/or discuss materials with the presenter.

Sample Human Resources Materials

The County has developed Human Resources materials – such as an Employee Handbook, Code of Ethics, FMLA documents, etc. – that might serve as a sample for a local municipality to work from when developing their own materials.

Michaelian Scholarship

Eligible employees of local municipalities (towns and villages) may participate in the County's Michaelian Scholarship program, which provides a 25% discount on tuition for select graduate programs at Pace University's Westchester campus. Participating degree programs include Public Administration, Business Administration, Nursing Administration, Computer Science & Information Systems, and Public Safety & Homeland Security. Eligibility guidelines and application are typically available each year in February, with a submission deadline in June.

>>CONTACT:

Kara Merrill Verma
(914) 995-2109
kqm8@westchestergov.com

Human Rights Commission

Expanded Service for City of Yonkers

Under a shared services agreement entered into between Westchester County and the City of Yonkers, the Westchester County Human Rights Commission maintains a satellite office in the City of Yonkers for the handling of human rights complaints from Yonkers residents. Under the shared services agreement, the

Executive Director of the commission sits in Yonkers one day a week, attends the monthly meeting of the Yonkers Human Rights Commission, makes a monthly report of Yonkers human rights activities and assists the Yonkers Human Rights Commission with education and outreach in the city.

>>CONTACT:

Mark Fang
(914) 995-7711
mfang@westchestergov.com

Information Technology

Digital Printing Services

DoIT offers digital printing services to municipalities, schools and special districts in Westchester County. DoIT's print shop facility is equipped to handle large scale print job processing in a variety of formats, including tri-fold brochures, large documents bound in book form, bi-fold pamphlets, etc. To find complete details about this service, including a step-by-step description of the process and pricing visit <http://doit.westchestergov.com/shared-services>.

>>CONTACT:

Mike DeBellis
(914) 995-2353
mvd1@westchestergov.com

Graphic and Creative Design Services

Tap into professional art and graphic design services to help package, promote and market programs and services to public and professional audiences. From simple flyers and brochures to displays, logos, branding, reports, signage and presentations, call to discuss your next project with professional graphic designers. Make your next communication professional, creative and clear. Graphics can help you deliver powerful and attention-grabbing messages via print, mail and the web.

>>CONTACT:

Ruthann Pisano
(914) 995-2732
rap2@westchestergov.com

WAN(Wide Area Network)Management

Management of municipal's WAN environment if data circuits are secured as part of the shared Cablevision Lightpath contract. DoIT will provide: Firewall Services (so that outside parties cannot easily gain access to local resources) and managed network services (monitoring of network connections and potential problems).

DNS (Domain Name Services)

DoIT can provide Domain Name(s) hosting for your existing Domain Names and/or purchase new ones for you.

E-mail Services

Available for DoIT WAN managed sites only. DoIT will create and manage email accounts for the domain you specify. DoIT is responsible for monitoring uptime, initial implementation support, appropriate backups and support via our Help Desk and/or Education Center. DoIT will also provide a WEB interface to the email accounts that will be accessible from the office as well as from home or another remote site.

Blackberry Services

For hosted email accounts: DoIT will assign a Blackberry license and establish an account on our Blackberry server for each device you request. The account will be linked to your County Email account; and all email, calendar entries and contacts will be automatically updated in real time on the Blackberry device as soon as events are recorded in your Outlook account.

>>CONTACT:

Ana Hiraldo-Gomez
(914) 995-5162
aeh2@westchestergov.com

Geographic Information Systems (GIS)

DoIT's GIS Project Team can provide technical assistance and guidance to local governments, community groups, and schools for a wide variety of GIS related services and training. Services often include the following: (1) Integrating local datasets with the County's primary web mapping application Mapping Westchester County, (2) access to the GIS Data Warehouse making local datasets available for download from the County's GIS website,

(3) customized desktop GIS applications with ESRI ArcGIS software, (4) Training and Education Seminars & Workshops, (5) GIS Project Management and consultant selection support, (6) CAD integration with AutoCAD for ArcGIS extension (free download), (7) support to standing GIS Committees and Advisory Groups, and (8) on-demand map production.

2013 Countywide Base Map Update

Westchester County GIS has acquired of Spring 2013 aerial photography which is being used to update countywide digital base map features such as building footprints, roads, parking lots, sidewalks, stone walls, and related planimetric features. Last mapped in 2004, these spatial datasets are used extensively by local governments for a wide range of public works, engineering, planning, and tax mapping projects. Data is provided to local governments through the Shared Services program

Municipal Tax Parcel Viewer

Available to all Westchester County municipalities, the Municipal Tax Parcel Viewer provides local governments with an easy-to-use online application for local residents to view and query local tax parcel data. The Viewer enables users to generate an "abutters list" and create mailing labels for notifications and public notices. Though hosted by the County, the application URL is provided to local government's free-of-charge so the Viewer can be accessed and launched from any local government website.

GIS Data Viewers

Westchester County GIS staff provides support and training to local governments on several free and easy-to use GIS data viewers including Google Earth, ArcGIS Explorer, and ArcReader. These increasingly popular viewers enable non-technical users to access and view a wide range of local, regional, state and federal geospatial datasets, as well as to geocode and produce pre-defined maps. GIS staffs are available to assist in the installation of the viewers and customize to support local government operations and business needs. All viewers are integrated with real-time County GIS web services. GIS Data Viewers are an excellent way to build GIS capacity at the local level with minimal cost and effort.

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Map Services

Westchester County GIS currently publishes a variety of map services which are available free-of-charge to local governments for integration into desktop and server software applications. County GIS map services are based on Open Geospatial Consortium (OGC) standards and provide mapping and geographic content for most systems based on address or SBL (Section, Block and Lot) identifiers. Leveraging Westchester County GIS web infrastructure, map services greatly reduce the costs for local governments toward building online mapping capabilities.

Indian Point and Hurricane Zone Finder Viewers

These GIS-based viewers provide county users with information on evacuation routes, potential impacted areas, and a wide range of other relevant geographic data for possible incidents at the Indian Point nuclear facility and recent weather-related events such as Hurricane Irene. These viewers require only a web browser and county residents can immediately get started by entering only a local address to obtain up-to-date incident data and instructions. The Hurricane Zone Finder proved to be invaluable to county residents during the recent September 27-28 Hurricane Irene event.

>>CONTACT:

Sam Wear, Asst. CIO (GIS)
(914) 995-3047
stw1@westchestergov.com

Education and Training Center

DoIT Education and Training Center provides a number of in-house, hands-on training opportunities for Westchester County employees on Microsoft Office Productivity applications (Word, Excel, Outlook and Power Point). This service is now available to local municipalities in Westchester County. Classes are designed to provide comprehensive understanding of the applications' tools and functionalities to help users improve their performance, and increase productivity. Participants will have the opportunity to keep up-to-date on all the latest features as well as learn new skills. Municipalities interested in participating will be notified within one week of the scheduled class, of space availability and will be able to sign up staff on a first come first serve basis.

Connecticut Business Systems, LLC (CBS) Contract

DoIT has secured a new contract for multifunction digital copiers/printers. The new Xerox technology provides a broad range of solutions that offers state of the art features and a document management solution, including print, copy, scan and fax technology. Because of our purchasing size, we were able to secure competitive prices and services that are not normally offered to smaller organizations. Westchester Government DoIT is excited to be able to offer this shared service to Westchester County municipalities as negotiated in the present contract.

Cablevision Lighthouse, Inc. Contract

Local governments can join Optimum's fiber optic network and take advantage of the communication solutions. Optimum Lighthouse is 100% fully fiber optic network. It provides fast, Ethernet data, Internet, voice and video services. Pricing is at a flat-rate to help control cost. Customer support service is also offered around the clock by Cablevision Lighthouse, Inc.

>>CONTACT:

Ana Hiraldo-Gomez
(914) 995-5162
aeh2@westchestergov.com

Laboratories and Research

Environmental Laboratory Services

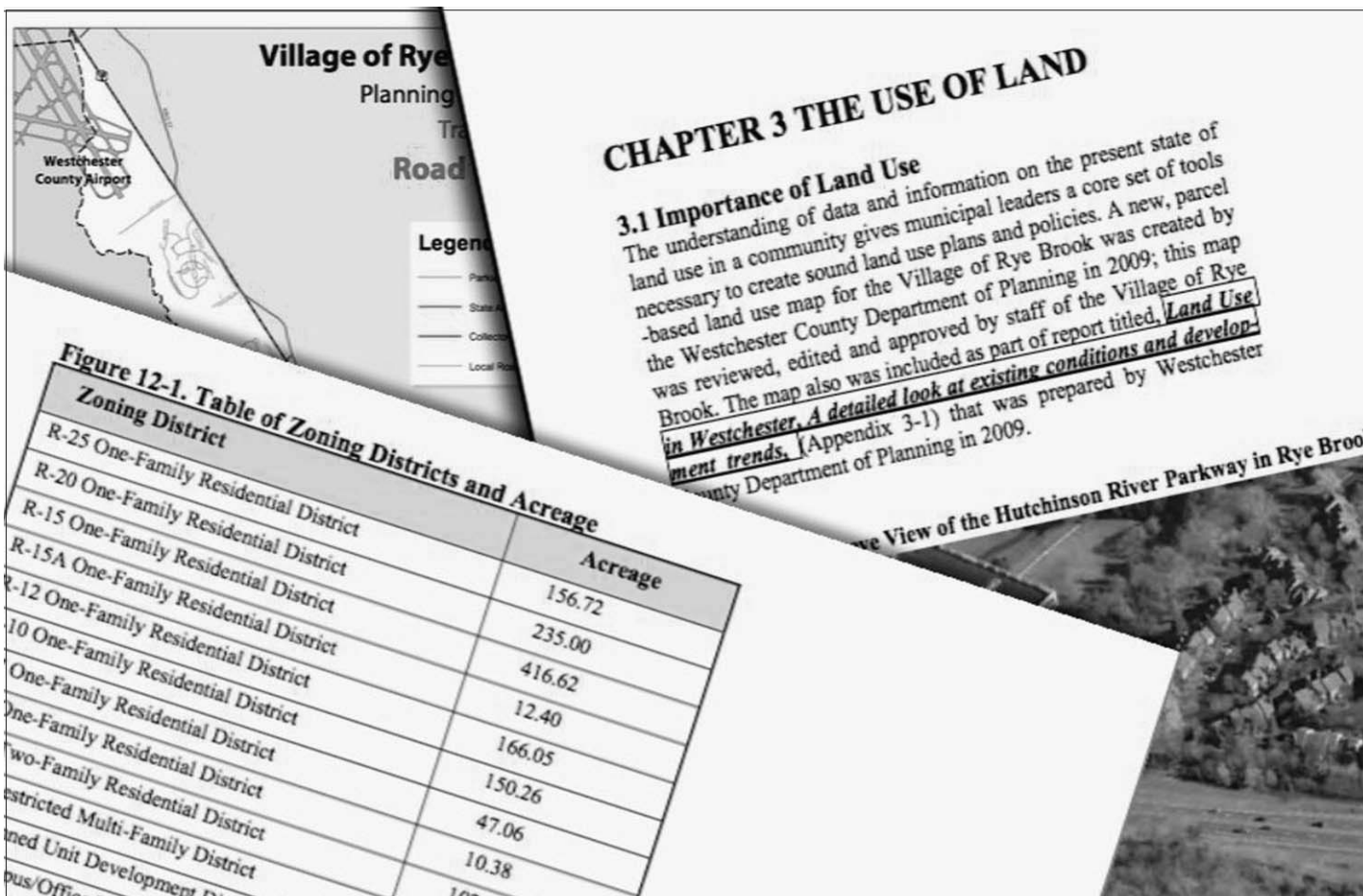
Provides chemical, microbiological and radiological testing of drinking water, natural and recreational waters, as well as wastewater, solid and hazardous waste, soil and other items.

>>CONTACT:

David Vinci
(914) 231-1620
dlv1@westchestergov.com

Forensic Science Laboratory Services

Provides laboratory analytical services on a variety of evidence submitted by the 47 municipal law enforcement agencies in Westchester County. These include DNA, drugs, arson, gunshot residue, trace analysis and audio/ video evidence. The DNA section is part



“Working with the county saved us about \$60,000. Now that the county has helped us complete our base study, we can focus on what’s really important and that’s the future of the Village of Rye Brook.”

Paul S. Rosenberg, Village of Rye Brook Mayor

Information Technology Base Map Update (pg. 13)



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of the FBI CODIS DNA network. The lab responds to crime scenes on a selective basis when laboratory level analysis is required at the scene. We currently are the only Forensic laboratory in the State accredited to conduct audio/video analysis on evidence such as surveillance recordings from crime scenes. The laboratory conducts training sessions for local law enforcement on how to properly detect, collect, and package evidence for submission to the laboratory. The laboratory also maintains an International accreditation, meeting the ISO/IEC 17025 Standards and supplemental requirements for the operation of a Crime laboratory.

Contact:
Robert Adamo
(914) 231-1630
raa9@westchestergov.com

Microbiological Services

Microbiological Services Laboratory provides testing for TB, sexually transmitted diseases (Syphilis, Gonorrhea, Chlamydia, Herpes, HIV), Influenza and other infectious diseases. The laboratory is equipped to test for new and emerging infectious diseases such as Bird Flu, Swine Flu, multi-drug resistant TB and agents of bioterrorism. The laboratory helps identify pandemics and other communicable disease that may threaten the public health of the residents of Westchester County. It provides support to the Department of Health in quickly identifying infectious diseases in the County and thus helps in preventing the spread of such diseases.

>>Contact:
John Wolk, MD
(914) 231-1610
jhw2@westchestergov.com

Toxicology Services

The Toxicology Laboratory analyzes blood, urine and other biological samples for alcohol, illicit, prescription and over the counter drugs as well as poisons. The analyses are used to provide evidence for DWI, DWAI and Drug Facilitated Sexual Assault cases. The Medical Examiners use this information to establish manner and cause of death. The laboratory works closely with all of the law enforcement agencies in Westchester County and with the District Attorney's office. We also consult,

advise and testify in court cases involving the Alcohol Breath Testing instruments used for prosecution of DWI defendants.

>>Contact:
Elizabeth Spratt, MS, D-ABFT
(914) 231-1800
ess4@westchestergov.com

One-Stop Employment Center

The Westchester One-Stop Employment Center offers services to seekers and businesses. For the job seeker, the One-Stop offers job readiness workshops, use of computers, copiers and fax machines, listing of job openings, job matching and job referral, one-on-one job counseling and more. For businesses, the One-Stop is a local public employment agency dedicated to connecting Westchester and Putnam area businesses who need a skilled workforce to jobseekers who need jobs. Our web portal is a primary resource for both job applicants businesses. As a registered local business you can use this site to access resumes, post jobs and use our online tools to recruit qualified candidates - all free of charge. One-Stop is also a resource for business with a variety of incentive and training programs available.

>>CONTACT:
Donnavan Beckford
(914) 995-3707
dpb2@westchestergov.com

Parks, Recreation & Conservation

The Department of Parks, Recreation and Conservation is proud and eager to share our collective knowledge, expertise and resources with municipal agencies.

Our expert, professional staff can consult in the areas of park planning and design and help you navigate the complex waters of capital project management. We have more than 50 parks and recreational areas that can be used by local municipalities or agencies for fundraisers, camps, meetings, athletic tournaments

and more. Our conservation division staff can guide a municipality through the process of creating clear and concrete natural resource management plans and wildlife management programs. We can even show you how to identify projects that you can get done with the help of volunteers, as well as how to coordinate, manage and recognize the work of your volunteer corps. And we can tell you how to start your own advocacy group to help you achieve your goals.

>>CONTACT:

Westchester County Parks
(914) 231-4500
parksinfo@westchestergov.com

Planning

Westchester 2025: Plan Together

Provides guidance to local, county and regional governments, business, developers, private and non-profit agencies and the public on land use planning topics, and offers online tools to help visualize and plan for the future of our communities. Prepares base data studies for municipalities as foundation for local work to update comprehensive plans.

Land Use Planning

Supports the efforts of the Westchester County Planning Board to review and comment on municipal planning and zoning actions and to formulate and recommend major physical and capital planning and development policies.

Fair and Affordable Housing

Provides funding and technical assistance for the creation, improvement and preservation of new and existing housing to affirmatively further fair housing.

Census Information

Provides census data to the public and municipal governments. Tables and charts with Census 2010 data and American Community Survey (ACS) sample data are published on the Census and Statistics Web page.

Stormwater Outreach

Provides stormwater education and outreach materials and information posted on County website, which local municipalities can incorporate into local education and outreach programs towards meeting stormwater permit requirements.

Environmental Restoration

Provides real-world examples of stormwater and natural resources restoration best management practices that local municipalities can require developers to incorporate into their local development plans to address water quality and flood mitigation, as well as passive recreational, aesthetic and fish/wildlife habitat needs.

Watershed Planning

Facilitates and participates in intermunicipal watershed planning efforts and assists in obtaining grants funds when available through state and federal programs.

Flood Mitigation

Helps municipalities understand how to mitigate flooding through land use regulations, provides information for property owners and others on flooding and provides technical assistance with local flood mitigation projects. Prepares basin-wide reconnaissance plans that serve as foundation for municipal funding requests to County for flood mitigation projects.

Maps and Information

Assists local municipalities by providing maps and other information to address a variety of environmental and land use issues.

Technical Guidance

Technical guidance manuals and workshops provide training for required certifications, including state-mandated training, and educational resources for municipal officials, municipal staff, and design professionals.

Land Use and Environmental Education

Supports the efforts of the Westchester Municipal Planning Federation (WMPF) and Soil and Water Conservation District.

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Open Space Acquisition and Trailways

Assists in the identification, acquisition and development of open space and recreational areas for county residents, ranging from the preservation of large unspoiled areas and historic sites to the construction of RiverWalk, the linear trail along the Hudson River. The Department also designs and collaborates with other county departments, to construct trailways on county property and in parks, and with municipalities to link county and local trailways.

>>CONTACT:

Ellen Brief
(914) 995-4408
emb4@westchestergov.com

Public Safety

Patrol Services Division

The PSD assists local law enforcement with: Breath Test Operators and Drug Recognition Experts; Accident Investigators and Accident Reconstructionists; motor vehicle stops, searches for fleeing suspects and emergency crowd control; DWI checkpoints and other targeted enforcement initiatives.

Under the county's Safer Communities Initiative, the traditional definition of Mutual Aid has been expanded. In the case of Mount Vernon, county police officers partnered with local police to patrol neighborhoods and reduce violence and crime. In the North Salem and Somers school districts, the county has provided School Resource Officers to maintain a visible presence at school buildings and grounds and provide a broad range of services to educators and students.

>>CONTACT:

Capt. Mark Busche
(914) 864-7623
meb9@westchestergov.com

Emergency and after-hours:
for all WCPD Units and
Divisions: Desk Officer
(914) 864-7890

General Investigations Unit

Technical and investigative assistance in sex crimes, homicide investigations, cold case and unsolved homicides, deception analysis, electronic surveillance, financial investigations and other long term or major case investigations.

>>CONTACT:

Lt. Jeff Hunt
(914) 864-7902
jhh8@westchestergov.com

Crime Analysis Unit

The county and regional law enforcement intelligence and information hub providing information to identify pattern crimes and suspects, issuing the latest bulletins on criminal investigation methods and techniques and holding monthly intelligence-sharing meetings.

>>CONTACT:

Lt. James Tiedemann
(914) 995-8819
jrt1@westchestergov.com

Forensic Investigative Unit

Expert analysis and testimony in the forensic disciplines of ballistics, crime scene, digital evidence and latent prints, processing crime scenes, preserving and collect critical evidence, and providing administration and support for the Westchester County Repository for Integrated Criminalistic Imaging online booking and database systems.

>>CONTACT:

Sgt. Michael Dowd
(914) 864-7836
mmdd@westchestergov.com

Warrant-Fugitive Unit

Detectives search for wanted suspects regardless of the origin of the warrant and are called upon in extradition cases.

>>CONTACT:

Sgt. Michael DeFlorio
(914) 864-7869
mxd2@westchestergov.com

Aviation Unit

Apprehends suspects fleeing crime scenes in vehicles or on foot, and assists in the search for lost or missing children and adults. Also assist during fires with the Bambi bucket and aerial surveillance.

>>CONTACT:

Sgt. Vincent Antonecchia
(914) 995-5019
vwa2@westchestergov.com

Canine Unit

Bloodhounds are trained to track lost people or fleeing suspects, and Labradors are trained as Narcotics Detection Canines or Explosives Detection Canines.

>>CONTACT:

Capt. Paul Stasaitis
(914) 231-1953
pps2@westchestergov.com

Hazardous Devices Unit

HDU, known more commonly as the Bomb Squad, safely removes explosive devices and materials, investigates suspicious packages, conducts security sweeps of schools and other public facilities, and assists in the related follow-up investigations. HDU also responds to deal with volatile hazardous materials, radiological emergencies and caches of illegal fireworks.

>>CONTACT:

Sgt. Daniel Langford
(914) 231-1952
ddl2@westchestergov.com

Special Response Team

Responds to emergencies requiring advanced police tactics, including high-risk warrant executions, forced building entries, hostage situations, barricaded subjects and other incidents requiring specialized weapons, tactics or equipment.

>>CONTACT:

Lt. Jeff Hunt
(914) 864-7902
jhh8@westchestergov.com

Narcotics Unit

Undercover officers are a key resource to assist local drug investigations.

>>CONTACT:

Lt. Brian Cullen
(914) 231-1513
bac4@westchestergov.com

Marine Unit

Helps secure the waterfront of Hudson River communities and assists local communities in providing security at fireworks displays, festivals and other community events that take place along the river.

>>CONTACT:

Lt. James Luciano
(914) 231-1617
jml8@westchestergov.com

Communications Unit

Installs and maintains the Westchester County Police Mutual Assistance Radio System in the county, which provides backup to the telephone "hotline" linking police agencies and an interoperability channel to allow direct communication among law enforcement agencies during a large-scale emergency.

>>CONTACT:

Sgt. Edward Devlin
(914) 864-7674
ead6@westchestergov.com

Pistol License Unit

Handles most of the applications and required background checks for persons in Westchester seeking handgun permits, dealer licenses and gunsmith licenses.

>>CONTACT:

Sgt. Mario Guiliano
(914) 995-6189
mmg8@westchestergov.com

Office of Stop-DWI and Drug Prevention

Numerous public education initiatives, including the driving simulator and Operation Safe Prom.

>>CONTACT:

Vito Pinto, Director
(914) 995-4116
vjp3@westchestergov.com



Bureau of Purchase and Supplies Contracts Sharing (pg. 22)

“We buy all our food for the senior center through the county bidding process and as a result it saves us money and it saves the taxpayers money.” **Michael Grace, Town of Yorktown Supervisor**

↑ “The shared services agreement between the county and the City of Yonkers for the Human Rights Commission has been a tremendous success and I think it’s a model for other municipalities in the future.”

↓ **Mark C. Fang, Esq., Human Rights Commission Executive Director**

Human Rights Commission Expanded Service (pg. 12)



County, Yonkers Share Human Rights

by Meredith Shamburger Politic

Astorino Announces Shared Services for Yonkers, Saving City \$150,000 Annually

Last Updated on Tuesday, 12 February 2013 10:22

Jan. 24, 2013 – Westchester County Executive Robert P. Astorino Thursday announced that Yonkers will now be sharing three services provided by the county – the Human Rights Commission (HRC), the Employee Assistance Program (EAP) and the Geographic Information Systems (GIS). The county already provides these services for other municipalities and can share them with Yonkers at no additional cost, allowing the city to save more than \$150,000 annually.

“The county is continually looking for ways to make government smarter and more cost-effective for taxpayers and local municipalities,” Astorino said. “Sharing these services with Yonkers accomplishes these goals in a way that helps both the county and Yonkers taxpayers.”

The initiative was spearheaded by Astorino and Mayor Mike Spano and has bipartisan support at the city and county levels.

Yonkers Councilman Michael Sabatino (D-District 3) said: “This is a great example of government entities coming together to provide a needed service to the constituents they serve, regardless of party affiliation.”

Yonkers Councilman Virginia Perez (D-Yonkers) said: “The duplication of services involved in making this possible.”

“This agreement benefits everyone. This agreement will save the city money and the county money and the taxpayers money.”

**Office of Professional Responsibility and
Special Investigations**

Investigate allegations of criminal or other serious misconduct for municipalities when there is the appearance of a conflict of interest and outside investigators are desired.

>>CONTACT:

Lt. Russell Lowenstein
(914) 864-7850
rwl3@westchestergov.com

Public Safety Emergency Force

An all-volunteer specialized unit providing assistance to local police departments regarding traffic and crowd control at special events.

>>CONTACT:

Chief John Elliott
(914) 864-7714
jje1@westchestergov.com

**RICI (Repository for Integrated Criminal Information)
and CAPS (Civil Applicant Processing System)**

County and municipal agencies can submit fingerprints to the state and federal government and obtain identification verification and criminal history details for an individual. Criminal checks are processed within an hour and civil checks within 24 hours.

>>CONTACT:

Sgt. Michael Brancamp
(914) 864-7702
mqb4@westchestergov.com

Unified In-Service Training

The Westchester County Police Academy's Unified In-Service Training Program, started in 2010, provides twenty-one hours of training to sworn law enforcement members as well as an additional seven hours of supervisory-level training on an annual basis. There are three distinct benefits provided by this program. First, this program fulfills the annual training requirement of New York State Law Enforcement Accreditation. Second, law enforcement agencies can achieve a savings by utilizing the resources of the Westchester County Police Academy, which include multiple classrooms, a drill floor, an indoor firing range, and a full-time staff certified to teach a wide array of

topics. Third, as more agencies participate, a greater standardization of training throughout the county is achieved. The result is a more efficient, effective and coordinated response to major incidents which elevates the level of service provided by each agency. A total of twelve departments are currently enrolled in the Unified-In Service Training Program.

>>CONTACT:

Lt. Michael J. Cindrich
(914) 231-1827
mjc3@westchestergov.com

Public Works and Transportation

Recycling Used Vans

Used paratransit vans that can no longer serve as transit vehicles but are in good working condition for alternate uses.

>>CONTACT:

Joseph Pondiccio
(914) 813-7763
jxp6@westchestergov.com

Antifreeze and Synthetic Oil Recycling

Expertise and information on procedures for recycling of used motor oil, antifreeze, refrigerants, and more.

Fleet Management

Information available on testing and installation of diesel emissions control devices, as well as numerous maintenance programs. Offer assistance in selecting vehicles that best meet user needs and assistance with purchasing these vehicles through existing county contracts. Share information regarding experience with hybrid and alternative fuel vehicles.

**Westchester Educational Safety
Training (W.E.S.T.) Committee**

Seminars and Training used by approximately 50 municipalities, to help educate about ongoing changes and awareness in the vehicle and equipment fields. Also included is a mutual-agreement universal shared facility program (already in place with Pleasantville, White Plains, and County Airport)

Shared Municipal Services Resource Guide 2013

Boilerplate Contracts and Design Agreements

Standard forms, such as RFPs, for consultant design services, consultant construction management services, professional service agreements and contracts. Also a master list of pre-qualified engineers, architects and land surveyors.

>>CONTACT:

Robert Abbamont
(914) 995-3960
rjb4@westchestergov.com

Salt Brine

Assistance and information to those considering installing their own facility or for those who wish to share the use of the county Lake Street maintenance facility in West Harrison.

>>CONTACT:

Jim Statini
(914) 995-4951
jmssc@westchestergov.com

Public Bidding

Information and assistance regarding how to advertise your bids and your projects through Hudson Valley Municipal Purchasing Group (Bid-Net).

>>CONTACT:

James Antonaccio
(914) 995-6343
jpa4@westchestergov.com

Highway Signage

Design and produce various types of signage for a nominal fee.

Traffic Engineering Studies

Perform traffic signal warrant studies and ATR traffic counts (Automatic Traffic Recording), as well as standard details on sign and traffic signal installation, or assist in selecting a consulting firm that can perform these activities.

>>CONTACT:

Kevin Roseman
(914) 995-4084
kmr5@westchestergov.com

Purchase & Supplies

Sharing Contracts

The Bureau of Purchase & Supplies hosts a website that posts more than 100 contracts that are available for political subdivisions to utilize. Some contracts are created specifically on behalf of the municipalities since the county has the lawful ability to create one contract that serves all.

Cooperative purchasing is also an option, when appropriate, to achieve greater overall savings.

>>CONTACT:

Dianne Munro
(914) 231-1315
dmm6@westchestergov.com

Solid Waste Commission

The Westchester County Solid Waste Commission investigates the backgrounds of, and licenses companies that meet a standard of "good character, honesty and integrity". By encouraging reputable companies and individuals to operate in the County's hauling industry, the Commission seeks to promote competition, thereby keeping prices affordable for consumers. The following are four ways that the Commission can provide assistance to municipalities and school boards.

a) List of licensed carters. The Commission maintains a list of licensed carters on its website. The Commission reminds public officials from both municipalities and school boards that the Commission investigates the backgrounds of, and licenses private carters. We recommend that they consult the list of licensed companies published on the Commission's website in order to ensure that they hire companies that have met our good character, honesty and integrity standard. The Commission invites public officials from both municipalities and school boards to contact us if they need assistance in their attempt to find a licensed carter.

b) Complaints about carters. Municipalities and school boards can contact us for assistance if they - or any of their residents or businesses - have problems with a carter, including but not limited to issues about pricing, collections and contracts.

c) Assistance with municipal licensing. The Commission provides assistance to those Westchester municipalities that issue their own licenses. When a company licensed by the Commission fails to respond to inquiries from officials of a local municipality, such officials can seek the Commission's assistance in getting the carter to respond to and cooperate with the municipality. Carters are generally responsive to the Commission's inquiries about such disputes, as they do not want to run afoul of the County-wide licensing agency.

d) Municipal enforcement of the Commission's decal requirement. Under the Commission's statute, municipal police departments can enforce the requirement that trucks used to haul solid waste or recyclables in Westchester County display decals issued by the Solid Waste Commission. Municipalities that enforce this requirement keep 100% of the fines issued for such violations; fines can be as high as \$1,000 per incident. The Commission annually notifies municipal officials, including mayors, supervisors and police chiefs about the decal requirement and the role municipal police departments can play in its enforcement. Commission staff offers educational sessions for interested municipal police departments about the municipal enforcement provision.

>>CONTACT:

Bruce B. Berger
(914) 813-6860
bbb1@westchestergov.com

Tax Commission

The Westchester County Tax Commission Executive Director provides real property tax administration related advice, training, and technical support to assessing personnel and other municipal officials countywide.

>>CONTACT:

David B. Jackson
(914) 995-4325
dbj1@westchestergov.com

Taxi & Limousine Commission

WCTLC Taxi Drivers Licensing Program

Local governments and municipalities are taking advantage of WCTLC shared-service process for the licensing of taxi drivers. The WCTLC licensing process provides a greater level of safety to the riding public through extensive background checks, annual drug testing, and NYS DMV approved defensive driving course requirements. Local benefits include cost savings and decreased liability.

WCTLC Shared Revenue Program

Local governments and municipal Police Department jurisdictions are taking advantage of WCTLC's Shared Revenue Program by joining with the Westchester County Police in enforcing the County's For-Hire Vehicle Law and in return, the Municipality will receive a portion of the fines collected from the TLC summonses that are written.

The impact to participating departments in the program is negligible. Police Officers already on patrol would only require a TLC summons book that will be provided. Training is done directly in the jurisdiction, conducted by TLC's enforcement Officers. Once trained, Officers on regular tours of duty may issue summons if TLC violations are evident. Such stops safeguard the riding public against For-Hire Vehicle Law violators, and helps curb possible criminal activity and/or unsafe vehicle operation conditions..

>>CONTACT:

Tom Riccio
(914) 995-8397
tjr1@westchestergov.com

WCTLC Municipal Car Program

The WCTLC has created another class of For-Hire (Livery) Vehicles known as Muni-cars (Municipal Cars), which will be authorized to operate in participating municipalities and in those areas of the County where there are no present Taxi regulation. This affords the riding public an even greater level of safety in areas where there is no formal licensing of taxis with all of the safeguards that go along with requirements that protect passengers. The Muni-car acts as a hybrid Taxi performing all the services that might be needed on a local level, but – while authority granted by a municipality only applies to operations within the municipality – WCTLC Muni-cars would have the authority for inter-municipal travel including the County Airport.

Tourism & Film

Filming in Westchester

Reviewing and coordinating filming activities on county properties; attracting film and media production to the county by strengthening and streamlining Westchester's marketing efforts; working with producers, location scouts, film and media artists, county parks and other county properties, municipalities, local businesses and residents for the economic benefit of all involved.

Marketing & Promoting Tourism Related Activities

Assisting county offices in promoting their activities, events and new projects in a cooperative effort to enhance and raise awareness of tourism in Westchester – Parks, Economic Development, Westchester County Airport, etc.

>>CONTACT:

Natasha Caputo
(914) 995-8502
nacaputo@visitwestchesterny.com.

Youth Bureau

Science, Technology, Engineering and Math (STEM)

is being emphasized in county classrooms and in youth programs because of the tremendous possibilities for future employment. Implementing STEM can be expensive, however. In order to support programs that wish to provide quality STEM experiences, the youth bureau reached out to local corporations and not-for-profit partners and encouraged these entities to extend their already funded STEM to those that serve underrepresented youth in our urban areas.

The extension of these programs exposes youth to the field of STEM at no cost to themselves and improves their chances of finding employment.

This action supplements the task of the Westchester County Youth Bureau which is to promote positive youth development and to encourage healthy lifestyles.

>>CONTACT:

Iris Pagan, Ed.D
WCYB Executive Director
(914) 995-2760
ipagan@westchestergov.com

Minority and Women Business Enterprise Program

The Westchester County Minority and Women Business Enterprise (MWBE) Program is an excellent resource for minority- and women-owned businesses who may be just starting out or who have long been established in the local economy. To reap the most benefits of this program, businesses are strongly encouraged to register at westchestergov.com/mwbe

By registering your business with the Westchester MWBE Department you'll receive:

- High visibility to county departments, contractors, and anyone interested in doing business with MWBEs
- E-mail notifications of business opportunities
- Special invitations to workshops, seminars and training and other information to help your business succeed

>>CONTACT:

Jim Coleman
(914) 995-2963
jcoleman@westchestergov.com

Westchester County Shared Services

Notes

Westchester County Shared Services Notes

**Government Shared Services + School Districts
+ Other Districts + YOU = Taxpayer Savings**



Robert P. Astorino, Westchester County Executive

westchestergov.com/sharedservices

Property Tax Freeze Credit Frequently Asked Questions from the Field

1. **Question:** Do BOCES savings count towards the savings requirements in a Government Efficiency Plan?

Answer: Savings attributable to the purchase of goods and services through BOCES may count toward the savings requirements in a school district's Government Efficiency Plan. For the savings to count, the district must demonstrate it is paying less for the good or service through BOCES than it paid for its most recent purchase of the same good or service. Also, the savings must be achieved without taking into account State aid or grants available for BOCES purchases.

2. **Question:** Do one-time savings count towards the savings requirements in a Government Efficiency Plan?

Answer: In general, mergers, cooperation agreements, shared services and efficiencies tend to produce recurring annual cost savings that count towards the savings requirements in a Government Efficiency Plan. However, in their Government Efficiency Plans, school districts (and local governments) may count one-time cost savings associated with such actions only toward the year in which the savings actions occur.

3. **Question:** Would a 3 percent savings in a single year, by itself, satisfy the savings requirements in a Government Efficiency Plan?

Answer: No. The statute requires savings of at least 1 percent in *each* of the three years covered by the Government Efficiency Plan (2016-17, 2017-18 and 2018-19).

4. **Question:** Can a school district (or local government) count savings from a closed building towards the savings requirements in a Government Efficiency Plan?

Answer: Yes, a school district (or local government) can count savings from a closed building net of any additional costs (such as transportation, construction etc.) that relate to the closing. In some school districts, consolidation of school buildings in response to changing enrolment patterns may promote a more efficient use of facilities and other resources.

5. **Question:** Does income from leasing a closed building count as savings towards the savings requirements in a Government Efficiency Plan?

Answer: No. Rental income represents a new revenue source, not a reduction in school districts' (or local governments') costs, and therefore generates no cost savings for purposes of the savings requirements in a Government Efficiency Plan.

6. **Question:** What impact does the amount of state aid received by a school district or local government have on the savings targets in a Government Efficiency Plan?

Answer: The amount of state aid received by a school district (or local government) has no impact on the savings targets in a Government Efficiency Plan. A school district (or local government) participating in the Tax Freeze Program must meet the required savings targets irrespective of the amount of state aid received by the district (or local government).

7. **Question:** Are there any circumstances in which homeowners could receive a property tax freeze credit for the school portion of their taxes next year if their school district failed to submit a Government Efficiency Plan that included the required savings?

Answer: No. If a school district does not submit a Government Efficiency Plan in 2015, its eligible homeowners will not receive a property tax freeze credit based on their school taxes in 2015. Similarly, if a local government does not submit a plan in 2015, its eligible taxpayers will not receive a property tax freeze credit based on their local taxes in 2016. There are no exceptions to the Government Efficiency Plan requirement.

8. **Question:** Can districts opt out of applying for the tax freeze credit?

Answer: Yes. The Tax Freeze Program is optional in each year and school districts (and local governments) can choose not to participate in either or both years. If a school district (or a local government) chooses not to participate, its eligible homeowners will not receive a property tax freeze credit for that portion of their taxes.

9. **Question:** Can a school district or local government apply savings to program improvement instead of tax relief?

Answer: Yes. School districts and local governments retain discretion over allocation of the cost savings achieved or to be achieved through actions in their Government Efficiency Plan.

10. **Question:** How will past efficiencies (from Fiscal years beginning in or after 2012) be calculated? Can savings generated between 2012 and 2016 apply towards the savings requirements in a Government Efficiency Plan for Fiscal years 2017, 2018, and/or 2019?

Answer: In order to apply savings from a previous efficiency action against any of the annual targets required in a Government Efficiency Plan, a school district (or local government) must demonstrate continuing savings in one or more of the years (i.e., 2017, 2018, and 2019) covered by the Government Efficiency Plan. If a school district (or local government) can demonstrate that the annual savings from a past efficiency from a Fiscal year beginning in or after 2012 continues in 2017, 2018 and/or 2019, the school district (or local government) would be able to count the savings toward the savings requirements for the specific future year to which the savings are expected to occur.

11. **Question:** Do savings in annual premium costs attributable to a school district (or local government) joining a cooperative health insurance consortium or insurance reciprocal count towards the savings requirements in a Government Efficiency Plan?

Answer: Yes, continuing savings from a cooperative health insurance consortium or insurance reciprocal that commenced on or after the Fiscal year beginning in 2012 count towards the savings requirements in a Government Efficiency Plan if they continue in 2017, 2018 and/or 2019.

12. **Question:** Is “available carryover” from last year that is included in a school district’s or local government’s current year levy a factor in the calculation of an eligible homeowner’s freeze credit?

Answer: Yes. Eligible homeowners receive a freeze credit equal to the greater of the actual increase in their homeowner’s tax bill (which includes the amount attributable to the available carryover) or the previous year’s tax bill multiplied by an inflation factor (the lesser of 2% or inflation).

13. **Question:** If a school district pays off a bond earlier than expected, and thus avoids paying interest on the bond in future years, would the avoided interest expense count towards the savings requirement in a Government Efficiency Plan?

Answer: No. Prepayment of debt is not an efficiency action. As a result, any avoided interest from the prepayment of a debt does not count towards the savings requirement in a Government Efficiency Plan.

14. **Question:** If a BOCES began operating a co-operative purchasing service prior to July 1, 2012, can a school district joining the co-operative purchasing service after July 1, 2012, include the savings achieved from the co-operative purchasing service in a Government Efficiency Plan.

Answer: Past efficiencies can be included in the savings requirement in a school district's Government Efficiency Plan only if (1) the efficiency was implemented after the school district became subject to the tax cap and (2) the past efficiency generates savings during the 2017, 2018, and/or 2019 fiscal periods. This July 1, 2012 date applies to when the school district first entered into the existing cooperative agreement. Accordingly, if a school district first joined a co-operative purchasing service after July 1, 2012, the savings generated by the service during the 2017, 2018, and 2019 fiscal periods may be included in a Government Efficiency Plan. Please note that in the case of a BOCES service, the savings must be achieved without taking into account State aid or grants available for BOCES purchases.

15. **Question:** Education Law section 2023 references certification by the school district "chief financial officer." Which officials would qualify to provide this certification?

Answer: The chief financial officer is commonly understood to be an Assistant Superintendent for Business, School Business Administrator, School Business Officer or other similar official that reports directly to the Superintendent.

16. **Question:** Can a BOCES be a "lead district" for purposes of a Government Efficiency Plan?

Answer: A BOCES may convene and facilitate Government Efficiency Plan development and may also file a Government Efficiency Plan on behalf of a school district or group of school districts. However a BOCES may not serve as the lead school district. Technical information on filing plans will be available with the application.

17. **Question:** Do staffing efficiencies in the program component of a school district's budget count towards the savings requirements in a Government Efficiency Plan?

Answer: Only changes to non-instructional staff will be considered efficiencies that count towards the savings requirements in a Government Efficiency Plan.

18. **Question:** What documentation is necessary to support the inclusion of savings attributable to past efficiency actions in a Government Efficiency Plan?

Answer: In order to include savings from past efficiency actions in a Government Efficiency Plan, local governments and school districts must submit documentation of the specific actions that were implemented and the savings associated with such actions. The required documentation will depend on the nature of the past efficiency action but must be sufficient to establish (1) what efficiency action was taken, (2) when it was taken, and (3) the amount of savings in 2017, 2018, and 2019 that are attributable to that past efficiency action.

19. **Question:** If a contract that renews automatically results in a lower cost than the prior year's contract, can the amount of the lower cost attributable to the contract renewal be counted toward the savings requirements in a Government Efficiency Plan, or does a local government or school district have to establish that it took affirmative action to reduce its contract costs in order for that reduction to count toward the savings requirements on a Government Efficiency Plan?

Answer: A local government or school district must demonstrate that it took affirmative action to reduce its contract costs in order for that reduction to count toward the savings requirements in a Government Efficiency Plan. In addition, any such savings will only be counted toward the savings requirements in a Government Efficiency Plan to the extent they exceed savings that would have been achieved by an automatic renewal of the contract.

20. **Question:** Can a Government Efficiency Plan be submitted in the Jan-Feb 2015 time frame for an evaluation prior to the school district budget vote? How quickly will districts know if their plans are approved and will there be an opportunity to make revisions if the plan is not approved?

Answer: Complete Government Efficiency Plans may be submitted as soon as the online application is available. School districts may make revisions to a previously submitted Government Efficiency Plan prior to the June 1, 2015 deadline, but may not be advised prior to that date as to whether their Plans have been approved. School Districts will be advised as to whether their Plans have been approved on or before July 31, 2015. Revisions to Plans may not be made after the June 1, 2015 deadline without the express written consent of the Director of the Budget.

21. **Question:** Do collective bargaining savings count towards the savings requirements in a Government Efficiency Plan? For example, does increasing the employee health care contribution count as a savings for the district?

Answer: Savings resulting from negotiated changes to existing collective bargaining agreements may be counted towards the savings targets. However, for purposes of the Government Efficiency Plan savings requirement, school districts (or local governments) may not consider individual changes in isolation and must instead report the net impact of all adjustments made in new collective bargaining agreements.

22. **Question:** Do new sources of income count towards the savings requirements in a Government Efficiency Plan?

Answer: No. New sources of income may not be counted against the savings requirements in a Government Efficiency Plan regardless of the source.

23. **Question:** Can savings from privatization of non-instructional services be counted towards the savings requirements in a Government Efficiency Plan?

Answer: Savings from privatization of non-instructional services, as allowable by law, count towards the savings requirements in a Government Efficiency Plan.



CITY COUNCIL AGENDA

NO. 10 DEPT.: City Council DATE: February 11, 2015
CONTACT: Mayor Joseph A. French

AGENDA ITEM: One appointment to the Rye Senior Advocacy Committee for a three-year term expiring January 1, 2018, by the Mayor with Council approval.

FOR THE MEETING OF:

February 11, 2015

RYE CITY CODE,
CHAPTER
SECTION

RECOMMENDATION: That the Council approve the appointment of Philip Cicchiello.

IMPACT: ☐ Environmental ☐ Fiscal ☐ Neighborhood ☐ Other:

Current Committee Members

Expiration Date

Joseph Murphy, Chair
Ellen D'Angelo
Josephine DelMonte
Esther Martensen

1-1-18
1-1-18
1-1-18
1-1-18



CITY COUNCIL AGENDA

NO. 10A DEPT.: City Council

DATE: February 11, 2015

CONTACT: Mayor Joseph A. Sack

AGENDA ITEM: One appointment to the Planning Commission to fill a term expiring on January 1, 2016, by the Mayor with Council approval.

FOR THE MEETING OF:

February 11, 2015

RYE CITY CODE,

CHAPTER

SECTION

RECOMMENDATION: That the Council approve the appointment to the Planning Commission.

IMPACT: ☐ Environmental ☐ Fiscal ☐ Neighborhood ☒ Other:

BACKGROUND:

Current Committee Members

Expiration Date

Nicholas Everett, Chair

1-1-18

Barbara Cummings

1-1-16

Hugh Greechan

1-1-17

Martha Monserrate

1-1-18

Peter Olsen

1-1-16

Al Vitiello

1-1-17

Laura Brett, Councilwoman

1-1-17



CITY COUNCIL AGENDA

NO. 10B DEPT.: City Council

DATE: February 11, 2015

CONTACT: Mayor Joseph A. Sack

AGENDA ITEM: One appointment to the Rye Cable and Communications Committee for a three-year term expiring on January 1, 2018, by the Mayor with Council approval.

FOR THE MEETING OF:

February 11, 2015

RYE CITY CODE,
CHAPTER
SECTION

RECOMMENDATION: That the Council approve the appointment to the Rye Cable and Communications Committee.

IMPACT: ☐ Environmental ☐ Fiscal ☐ Neighborhood ☒ Other:

BACKGROUND: The Committee may have 9 members. Current Committee Members include:

<u>Current Committee Members</u>	<u>Expiration Date</u>
Stephen Fairchild, Chair	1-01-16
Kate Conn	1-01-16
Mary Ellen Doran	1-01-16
Elizabeth Dowling	1-01-17
Paula Fung	1-01-14
Ken Knowles	1-01-16
Susan Olson	1-01-14
Lisa Tidball (*non-voting member)	1-01-14
VACANCY	



CITY COUNCIL AGENDA

NO. 11

DEPT.: Finance

DATE: February 11, 2015

CONTACT: Joseph Fazzino, Deputy City Comptroller

AGENDA ITEM: Authorize payment of the balance of the 2014/2015 Rye Neck Union Free School District taxes collected by the City to the School District.

FOR THE MEETING OF:

February 11, 2015

RYE CITY CODE,

CHAPTER 22.9
SECTION

RECOMMENDATION: That the Mayor and the City Council authorize payment of the 12/31/14 balance of \$201,879.02 on 2/11/2015.

IMPACT: ☐ Environmental ☒ Fiscal ☐ Neighborhood ☐ Other:

BACKGROUND:

The balance of unpaid Rye Neck U.F.S.D. taxes on property within the City of Rye is \$201,879.02 at 12/31/14. This balance represents 1.75% of the total tax levied, \$11,521,626, on September 1, 2014. Arrears notices will be mailed in conjunction with the 2015 City tax bills, and again during March 2015, May 2015 and June 2015 to try to collect these balances prior to the filing of the list of delinquent taxes with the County scheduled for July 1, 2015.

In accordance with Section 22.9 of the City Charter, it is requested that the City Council authorize the City Comptroller to pay the Treasurer of the Rye Neck UFSD the amount due at December 31, 2014.



CITY COUNCIL AGENDA

NO. 12

DEPT.: City Manager

DATE: February 11, 2015

CONTACT: Frank J. Culross, City Manager

AGENDA ITEM: Appeal of denial of FOIL request by Timothy Chittenden.

FOR THE MEETING OF:

February 11, 2015

RYE CITY CODE,

CHAPTER
SECTION

RECOMMENDATION: That the Council make a decision on the FOIL appeal.

IMPACT: ☐ Environmental ☐ Fiscal ☐ Neighborhood ☐ Other:

BACKGROUND: The following FOIL Request was appealed by the requestor:

FOIL 8047751706: All records of the Motor Vehicle Accident that occurred on the night of May 2, 2014, on Boston Post Road at or near the intersection with Sonn Drive including but not limited to all incident reports, all accident reports, photos and diagrams from all agencies, all cad dispatch reports, all reports and cad dispatch reports for all other involved agencies dispatched and all supplementary reports.

FOIL Status: Responsive records were sent to requestor with the notation that "Redactions were made pursuant to POL 87(2)(b)" (unlawful invasion of personal privacy)

FOIL Appeal Reason: Requestor is appealing the redactions that were made to the Rye Police Incident Report that he received.

See attached documentation.

Work Order Form

FOIL

Tracking Number: 8047751706
Date Time Received: 11/05/2014 5:06PM
Created By: Timothy Chittenden (Citizen)

Contact Information

First Name: Timothy
Last Name: Chittenden
Business Name:
Email: [REDACTED]
Daytime Phone: [REDACTED]
Fax:
Address: [REDACTED]
City: Rye
State: NY
Zip: 10580
Country:

Issue Location

Street:
Unit:
City: Rye
State: NY
Zip: 10580
Comments:

Request Details

Is this a request for commercial purposes?
No

Describe records being sought - One request per submission.

All records of the Motor Vehicle Accident that occurred on the night of May 2, 2014, on Boston Post Road at or near the intersection with Sonn Drive including but not limited to all incident reports, all accident reports, photos and diagrams from all agencies, all cad dispatch reports, all reports and cad dispatch reports for all other involved agencies dispatched and all supplementary reports.

Please indicate your preference:
Electronic Copies

Please note, if more than two hours are spent in preparing records, the requestor will be charged for the additional time at the hourly rate of the lowest paid employee who has the skill level required to accomplish the task. You will be informed of any charges exceeding \$10.00. Any charges due must be paid within five (5) business days of the City notifying you. If you fail to pay fees from prior FOILs, any future FOIL requests will not be processed until all outstanding fees are paid. By submitting this request, I agree to pay costs related to this FOIL request up to \$10 without further notification.

Request Activity

Work Order Form

FOIL

Tracking Number: 8047751706
Date Time Received: 11/05/2014 5:06PM
Created By: Timothy Chittenden (Citizen)

12/04/2014 12:48 PM – Rye Foil - RESOLVED

—Note to Citizen: Records responsive to your FOIL request can be found by accessing this link:

<https://ryeny.sharefile.com/d/s24b4d1d5f7f4cf39> Redactions were made pursuant to POL 87(2)(b). The records will be available for one month and you will be allowed to download them three times.

—Internal Note: This FOIL is complete

12/04/2014 12:42 PM – IT Foil - INPROGRESS

—Internal Note: Dawn - here is the ShareFile link:

<https://ryeny.sharefile.com/d/s24b4d1d5f7f4cf39>

 This item has been re-assigned to Rye Foil.

12/04/2014 12:10 PM – Rye Foil - INPROGRESS

—Internal Note: Records responsive to this FOIL request are in POLICEFOIL and FIREFOIL and are ready to be loaded to Share File. Please provide link.
 This item has been re-assigned to IT Foil.

12/02/2014 2:36 PM – Preflight Foil - INPROGRESS

—Internal Note: The Fire FOIL documents can be sent as is. No redactions necessary.

12/02/2014 11:23 AM – Preflight Foil - INPROGRESS

—Internal Note: I still cannot open thses pdf's. If you can open them and there are no personal details (which there usually are not in these types of reports), they can go out. For some reason i cannot open even the new documents that were reloaded today
 This item has been re-assigned to Rye Foil.

12/01/2014 3:03 PM – Fire Foil - INPROGRESS

—Internal Note: This file is sent to you for final review
 This item has been re-assigned to Preflight Foil.

12/01/2014 9:19 AM – Rye Foil - INPROGRESS

—Internal Note: Does the Fire Department have any additional records that are responsive to this request?
 This item has been re-assigned to Fire Foil.

11/26/2014 11:05 AM – Police Foil - INPROGRESS

—Internal Note: Responsive records are in POLICE FOIL ready to be sent to requestor; redactions on these records were made pursuant to POL 87(2)(b).
 This item has been re-assigned to Rye Foil.

11/05/2014 5:10 PM – Rye Foil - INPROGRESS

—Note to Citizen: Your FOIL request has been forwarded to the pertinent department for response.

—Internal Note: This request was originally submitted in May and denied in accordance with 87(2)(e)(i) because the investigation was ongoing. Does this denial still apply?
 This item has been re-assigned to Police Foil.

11/05/2014 5:06PM – Timothy Chittenden (Citizen) - SUBMITTED