



## *Supervisor Chris Burdick's Report – August 31, 2017*



### **BEDFORD HILLS – KATONAH BUSINESS SEWER PROJECT UPDATE**

The Sewer Project for the business districts of Bedford Hills and Katonah is proceeding on schedule with our design engineers, Woodard & Curran, on course for completing their construction documents by Spring/Fall 2018 with construction to begin at such time and then completed in about a year. We wish to thank the property owners in the Sewer District for their patience and cooperation as we work through this key design phase. Click [here](#) for the August report of Woodard & Curran.

Our staff is working on a draft of the sewer law which the Town Board will take up this Fall and, following a public hearing, adopt. The law sets forth the mechanism for setting sewer rates, requirements related to connection to the sewer main, allocation of uncommitted capacity of the system and other matters. The allocation will be based on the policy which the Board adopted earlier this summer, but also is subject to public comment.

### **POLICE STATION RENOVATION PROJECT**

With the removal of contaminated soils having been completed earlier this month, the bad news is that we've lost some time. With a few weeks lost for that task and some contractor lost time, we now are targeting project completion for May/June next year rather than January/February. The good news is that we are pleased with the work of the project team and notwithstanding the \$280,000 cost of the contaminated soils remain within the \$7 million project budget. Click [here](#) for the report of our construction managers, Calgi Construction.

### **UPDATES & RECAP OF TOWN BOARD ACTIONS IN AUGUST 2017**

#### **Replacement and Upgrade of Electric Vehicle Charging Stations**

The Town will be updating their Electric Vehicle charging stations as they are outdated and will install an additional charging station in Bedford Village Memorial Park. They will also be entering into an agreement with ChargePoint. The Town appreciates members of the community and Bedford 2020 for supporting the Town's efforts to reduce carbon emissions.

The Town is grateful for all the work done by Town resident Andrew Kohler toward this effort for the last six months. The Town also thanks Ellen Calves of Bedford 2020 for the organizations efforts towards reducing carbon emissions and supporting the use of electric vehicles. The charging stations will be serviced by ChargePoint, a global organization dedicated to servicing the chargers. Comptroller Abraham Zambrano gave the locations of the stations and also gave two price quotes, one for the replacement of the existing five charging stations, and one for the installment of the new one. The total project is budgeted at \$100,140. The Town will use \$30,000 of an existing 2016 fund earmarked for the repair of the stations and \$70,140 out of the general fund for the remainder of the funding. The details of how the Town will charge for the use of the electricity and as well as timed use of the stations are still being worked out as well as parking costs. A profit and loss (PNL) report will be provided by the end of September.

### **Update on Bedford Village Projects**

Gateway signs - the signs and poles have been received and the sign company is making up an adapter for the post hole size issue that occurred during fabrication. It is anticipated that the signs will be installed in September.

#### Traffic Calming

- The raised crosswalk is planned for September. Acocella contracting will be performing the work. DPW will communicate with store owners, the Chamber, and BVHDRC before the work occurs.
- Paving of the Village Green and installation of the speed hump will occur in October or November.

Street Lights - 11 have been ordered and are expected to be delivered by the end of September. DPW plans to replace all of the ones in the brick sidewalk between Court Road and 172, and then several on the Village Green this year. Another 11 +/- have been included in the capital plan for next year, and can be scheduled once the plan is approved

***Court Road Sidewalk*** - Replacement is planned to start by the end of August. DPW will communicate with store owners, the Chamber, and BVHDRC before the work occurs.

***Route 22 Sidewalk north of Court Road*** - likely to be budgeted for and replaced in 2018.

## **FINANCE DEPARTMENT REPORT – JULY 2017**

### **EXPENDITURES**

General and Highway Funds. Detailed expenditure reports for both the General and Highway have been included this month as part of the financial report. The overall expenditure percentage for the General and Highway Funds are within normal ranges as of July 30, 2017. The General Fund is at 56.29% while the Highway Fund is slightly under at 46.20% for the year.

### **REVENUE AREAS OF NOTE**

**Mortgage Tax.** At the time this report was prepared, the Office of the Westchester County Clerk did not have updated information for the month of July. However, based on amounts previously reported, our projections for the rest of the year are still showing that the \$1,040,000 that was budgeted for 2017 will be exceeded by over \$60,000 by the end the year.

**Sales Tax.** We are in receipt of the second quarter's share of sales tax which validated our projections. The two payments of \$630,067 and \$642,909 for the first two quarters of the year along with the projected amounts for the next two quarters will not only allow the Town to meet the total budgeted for the year but exceed the projected revenues by over \$100,000 by year's end.

**Parking.** The parking permit renewal season was very busy. Based on permit use monitoring data and the creation of an additional 19 spaces in the various lots, we were able to move the wait list for lots 1 and 4. The amount of parking revenue collected thus far this year is 12% higher than in 2016. Based on historical data, we are anticipating that by the end of 2017, projected revenues will exceed the amount budgeted by \$100,000.

**Fines and Forfeited Bail.** The collection of fines imposed by the Justice Court are recorded a month in arrears due to the timing of the processing by the NYS Office of Court Administration. Fines collected from January through June are 21% higher than for the same period in 2016. Our current projections for the rest of the year indicate that we will exceed budget by over \$180,000.

**Safety Inspections.** Safety Inspections fees in July have been recorded and show that in comparison to 2016, these revenues are 46% lower than last year. However, we need to keep in mind that in July of 2016, one building permit for over \$180,000 was issued and has skewed projections for 2017. If we were to exclude that fee collected in 2016, revenues in 2017 are only 20% below normal collections during 2016. However, projections through the end of 2017 are still well below the amount budgeted for year.

**2018 Budget Work Sessions Have Begun (See schedule below)**

Comptroller Abraham Zambrano provided highlights of the 2018 budget at this early point, emphasizing that the budget will continue to be very tight due to several factors including:

- NYS Property Tax Cap of 1.84% which we are committed to stay within
- Contractual obligations
- Health insurance
- Workers compensation
- Increase in debt service (principally the Police Station renovation project).
- Lower than anticipated building permits

On the positive side, Mr. Zambrano reported that year to date for 2017 overall has been positive and some of the contributions to the positive position will recur in 2018.

He also explained that the Board will need to get started with the 2018 Capital Plan.

August 15 (7:15 PM)	Overview & Discussion of Comptroller's suggestions on possible expense reductions and non-tax revenue sources
September 5 (7:15 PM)	Town Board review of proposed 2018 budget for Police
September 19 (7:15 PM)	Town Board review of proposed 2018 budget for Lighting and Water Districts, Public Works and Building Departments and Libraries
October 3 (7:15 PM)	Town Board review of proposed 2018 budget for Recreation & Parks Departments and all other Departments; discussion of tentative 2018 budget.
October 17 (7:15 PM)	Town Board further review of tentative 2018 budget; note that Budget Officer is to finalize tentative budget and file tentative budget in office of the Town Clerk prior to October 30. The Town Clerk is to formally present tentative budget to the Town Board prior to November 10. The Town Board may call upon any Department Head to discuss the tentative budget and any estimates submitted.

November 9 (7:15 PM)	Town Board consideration of any revisions in tentative 2018 budget - holding of a public hearing is optional before adoption of preliminary 2018 budget.
November 21	Adoption of preliminary 2018 budget based on any revisions in the tentative 2018 budget. The preliminary budget shall be filed in the office of the Town Clerk and reproduced for public distribution as directed by the Town Board.
December 5	Town Board to hold public hearing, make revisions to the preliminary budget and adopt the final 2018 budget. The Town must comply with all notice requirements in Town Law §108. The hearing may be adjourned if necessary, but may not go beyond December 15. The final budget must be adopted prior to December 20.

*Please Note: Schedule above is subject to change*

**Statement in Response to Fair Housing Justice Center Action Against the Town and Blue Mountain**

The Town of Bedford earlier this month was served with a Summons in a Civil Action in U.S. District Court for the Southern District of New York brought by Fair Housing Justice Center, Inc. and Westchester Residential Opportunities, Inc. alleging that the Town and Blue Mountain Housing Development Corp. are administering the Town's "middle-income" housing units in a manner which "subjects African American applicants to longer waiting periods for such housing." [Click here](#) for a copy of the Summons. The Town of Bedford is committed to providing and assisting in the provision of affordable and accessible housing for all persons. Similarly the mission of the Blue Mountain Housing Development Corporation is to promote the social welfare, common good and general welfare by enabling and facilitating the creation and preservation of affordable housing in the Town of Bedford. The Town of Bedford recently adopted the Affordable Housing model code provisions. The Town has also actively participated in the provision of affordable and accessible housing within the Town of Bedford by participating in and donating Town property, with respect to the development of the Antioch Church property which will provide 12 affordable affirmatively furthering fair housing units. The Town disputes the claim in the lawsuit that it has violated any provisions of the Fair Housing Act, or that it acts in a discriminatory manner with respect to housing or any other policies. As a result, the Town intends to vigorously defend its rights with respect to this action.

**Expansion Of Bedford Union Cemetery**

The Board adopted a resolution in support of the plans of Bedford Union Cemetery, a not-for-profit cemetery on Clinton Road in Bedford Hills (near the Rippowam Cisqua campus), to expand. The Cemetery is running out of space for burial plots and wishes to acquire property adjacent to it in a phased expansion of the existing cemetery. [Click here](#) for a copy of the resolution.

**Traffic/Pedestrian Safety at Lawrence Circle in Katonah**

To improve safety at the Lawrence Circle in Katonah, the Traffic Safety Committee requested shrub removals at 2 intersections by Lawrence Circle to improve drivers' line of sight. Three shrubs were removed and transplanted elsewhere and two shrubs were removed and disposed of. Additionally, it was requested that minor tree branch trimming be performed as well as pruning back a large shrub for greater sight lines.

**Bedford 2020 Launches Community Compost**

Town of Bedford residents can choose to dispose of their solid organic waste at the Town Recycling Center via Community Compost, a new program brought to you by Bedford 2020 and the Town of Bedford. Community Compost can accept a wide range of materials including meat, dairy, paper towels, teabags, fruits, vegetables and more. Residents can sign up for this program by paying a one-time fee of \$25. They will receive training and a compost kit with a small bucket (1.6 gal), perfect for easy kitchen access, and a large bucket (7 gal), with a sealable lid for storage outside the home and transport. Participants will drop-off their organic waste to the Town Recycling Center, located on Railroad Avenue, on Saturdays between 8am and 3:00pm. To learn more about Community Compost or to sign up for the program visit [bedford2020.org/communitycompost/](http://bedford2020.org/communitycompost/) or contact Bedford 2020 at (914) 620-2411. 2017

I ask you to please send me an e-mail at [supervisor@bedfordny.gov](mailto:supervisor@bedfordny.gov) should you have any questions or comments on this report or any of our work on the Town Board.



Chris Burdick  
Town Supervisor