

Minutes of the Work Session Meeting
Of the Board of Trustees of the
Village of Larchmont, N.Y.
held on Monday, December 21, 2020

The Board of Trustees held this meeting via Zoom with Mayor Walsh calling the meeting to order at 6:00 PM. Instructions to join the meeting were published on the Village website calendar.

PRESENT: Mayor Lorraine Walsh
Trustees Carol Casazza Herman
Peter Fanelli
Malcolm Frouman
Sarah Bauer

Also present: Administrator Datino

On motion of Trustee Herman, seconded by Trustee Bauer, and unanimously carried, the following resolution was adopted:

VILLAGE OF LARCHMONT
PUBLIC PARKS CAPITAL PROJECTS POLICY I
Resolution

Whereas, the total area of the Village of Larchmont (the Village) is approximately one square mile and the Town of Mamaroneck-Village of Larchmont Coastal Zone Management Commission *Open Space Inventory Report (March 2004)* identified nine publicly owned Village Parks to be Addison Park, Constitution Park, Flint Park, Kane Park, Lorenzen Park, Parkway (Playhouse) Park, Pine Brook Park, Woodbine (Willow) Park, and Vanderburgh (Turtle) Park (collectively, Parks);

Whereas, several of the Village's Parks are in or adjacent to three Critical Environmental Areas so designated by New York State for their aesthetic beauty, important coastal fish and wildlife habitat, and/or protection of water and natural area, and such designations are respected and these attributes protected;

Whereas, the Village is committed to the preservation of the Village's remaining public open spaces and the ecological benefits they provide including, but not limited to, the existing natural land buffers protecting our community in the wake of severe storms;

Whereas, the Village is committed to the maintenance of existing built infrastructure in the Parks so that it may be enjoyed by future generations;

Whereas, the Village Board of Trustees (the Board) is charged with setting the policies and enacting laws (e.g., regarding pesticide use, leaf blowers) which underpin the strategic planning for and management of its Parks;

Whereas, the Board, while acting as stewards of the Village's Parks, seeks to fairly represent all Village stakeholders in the use and enjoyment of the Parks and is charged with the weighing of competing interests for the benefit of Village residents and their environment. The Board shall set priorities for management based upon need and not on available private funding;

Whereas, the Village has final authority over all capital projects and programs undertaken in the Parks and to the extent that any stakeholder wants to raise money from private donors, the Village and the stakeholder shall coordinate from the inception of the concept.

Whereas, to further their charge, the Board works with the Village Parks and Trees Committee (P&TC) created to assist the Board in an advisory capacity and in other areas as requested by the Board, with the Village Environmental Committee where there are

environmental issues or opportunities, the Village of Larchmont Beautification Committee and with other not-for-profit groups and stakeholders which support the Parks and the Village's policies.

Now, therefore, be it resolved that the Board issues the following policies to guide the stewardship of Village Parks:

Public Parks Capital Projects Policy I– Public Private Partnerships

1. This Public Parks Capital Projects Policy I applies only to public/private partnerships.
2. Proposals for projects involving the alteration or refurbishment of the Parks (projects) should come first before the P&TC in a “nascent conceptual stage” for discussion and input from the members of the P&TC and the Trustee Liaison. The Trustee liaison is charged with facilitating activities of the P&TC and communications among all involved stakeholders. The P&TC is to act in accordance with its charter. Project Sponsors may be the P&TC, interested not-for-profits, and/or Village residents.
3. When consensus is reached on the need and viability of such project in its “nascent conceptual stage”, it may be brought to the Board, at the discretion of the Mayor, for discussion at a public work session. The purpose of the public work session at this point is to vet the concept in light of the needs and desires of the community as a whole, the project's viability, and policies of the Board.
4. At that time, the Board may take a non-binding vote to “greenlight” the further development of the project after which the project goes back to P&TC for the development of a Preliminary design, budget, and timeline for the entire scope of the proposed project.
5. The P&TC is to work with Project Sponsors to develop a Preliminary design, budget, and timeline. When the Preliminary design, etc. is completed, it may be brought to the Board, at the discretion of the Mayor, for discussion at a public work session. The purpose of the public work session at this point is to vet the Preliminary design in light of the needs and desires of the community as a whole, the project's viability, and policies of the Board.
6. At that time, the Board may resolve to authorize or reject the development of a Final Design. Also, at this time, the Village may choose to negotiate and sign an MOA with the Project Sponsor.
7. The P&TC is to work with the Project Sponsors to develop the Final Design. When a Final Design is completed, it may be brought to the Board, at the discretion of the Mayor, for discussion at a public work session. The purpose of the work session at this point is to ensure the Final Design achieves the objectives identified in previous reviews.
8. At that time, the Board may resolve to approve or reject the Final Design, authorize the creation of a Capital Projects construction fund and authorize the Village Administrator to take all necessary steps to begin the implementation of the project. A second MOA may be desirable for the construction phase.
9. All approved projects are public works which are subject to all applicable laws, including, but not limited to, prevailing wage and public bidding requirements.
10. All construction projects are supervised under the authority of the Village Administrator acknowledging that there will be coordination with other stakeholders.