

2009-2010 Local Government Efficiency Grant Program

High Priority Planning Grant

Application Submitted by

Town of Rye

Village of Mamaroneck

Village of Port Chester

Village of Rye Brook

To complete a

Rye Town Dissolution Feasibility Study

And Village Alternatives Analysis

March 2010

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**NYS Department of State
Local Government Efficiency Grant Program 2009-
2010**

DO NOT WRITE IN THIS SPACE

Application
Number
-09-

Date Received

A. Lead ApplicantName of Municipality: **Town of Rye**

Federal Tax ID Number:

Name of Chief Administrative Official: **Joseph Carvin**Telephone Number/Extension: **914-939-3075**Title **Town Supervisor**Fax Number: **914-939-0786**Mailing Address: **10 South Pearl Street, Port Chester, NY 10573**E-Mail Address: **jcarvin@altimapartners.com**County or Counties: **Westchester**

Type of Municipality:

- County Public Library Association Library Fire District
 City School District BOCES
 Town Water Authority Special Improvement District
 Village Sewer Authority Regional Planning and Dev. Board

Senate District(s): **37th**Assembly District(s): **91st****B. Lead Applicant Contact Person**Name of Contact Person: **Bishop Nowotnik**Telephone Number/Extension: **914-939-3098**Title: **Confidential Secretary**Fax Number: **914-939-0786**Address: **10 South Pearl Street, Port Chester, NY 10573**E-Mail Address: **BNowotnik@TownofRyeNY.com****C. General Project Information****Grant Category:**

(select one)

 High Priority Planning (attach Part 2A) Efficiency Implementation (attach Part 2C) General Efficiency Planning (attach Part 2B) 21st Century Demonstration Project (attach Part 2D)**Total Project Cost:****\$65,000****Amount of Grant Requested:****\$50,000****Amount of Local Share:****\$15,000****Project Title:** (No more than 10 words):**Rye Town Dissolution Feasibility Study and Village Alternatives Analysis****Project Description:** Provide a brief summary statement that describes the project (Not more than 3 sentences):

The proposed project is to conduct a dissolution feasibility study for Rye Town and alternatives analysis for its subordinate villages. Over the years, Rye Town has evolved to be a redundant, administrative (only) town government that provides no essential services to its subordinate villages (the "Rye Neck" portion of Mamaroneck, Port Chester and Rye Brook), yet it receives ~\$2.5M annually in non-property tax revenue that might otherwise be redistributed to the successor town/villages that do provide the essential services to its residents. The co-applicants will hire an independent consultant to produce a study that will provide factual and unbiased information to residents and town/village officials on the viability of dissolving Rye Town to eliminate a redundant level of government, and instead consider:

- Creating coterminous town/villages of Port Chester & Rye Brook with increased shared services; and
- Evaluating Mamaroneck's options to become a coterminous town/village or annex into Town of Mamaroneck.

 Project is receiving other grant funding or other public funds. (Please list) Project has received SMSI or LGE grant funding a plan in the past. Project includes a distressed municipality that is listed in Appendix B.

Name of Lead Applicant: Town of Rye	
D. Co-Applicants: Other Municipalities Participating in the Grant Application	
(1) Co-Applicant Municipality: Village of Rye Brook	Federal Tax ID Number:
Name of Chief Administrative Official: Christopher Bradbury	Telephone Number: 914-939-1121
Title: Village Administrator/Clerk	Fax Number: 914-939-0242
Mailing Address: 938 King Street, Rye Brook, NY 10573	E-Mail Address: cbradbury@ryebrook.org
Type of Municipality: <input type="checkbox"/> County <input type="checkbox"/> Public Library <input type="checkbox"/> Association Library <input type="checkbox"/> Fire District <input type="checkbox"/> City <input type="checkbox"/> School District <input type="checkbox"/> BOCES <input type="checkbox"/> Town <input type="checkbox"/> Water Authority <input type="checkbox"/> Special Improvement District <input checked="" type="checkbox"/> Village <input type="checkbox"/> Sewer Authority <input type="checkbox"/> Regional Planning and Dev. Board	County or Counties: Westchester
	Senate District(s): 37th
	Assembly District(s): 91st
(2) Co-Applicant Municipality: Village of Port Chester	Federal Tax ID Number: 13-6007322
Name of Chief Administrative Official: Christopher Russo	Telephone Number: 914-939-2200
Title: Village Manager	Fax Number: 914-937-3169
Mailing Address: 222 Grace Church Street, Port Chester, NY 10573	E-Mail Address: <u>CRusso@PortChesterNY.com</u>
Type of Municipality: <input type="checkbox"/> County <input type="checkbox"/> Public Library <input type="checkbox"/> Association Library <input type="checkbox"/> Fire District <input type="checkbox"/> City <input type="checkbox"/> School District <input type="checkbox"/> BOCES <input type="checkbox"/> Town <input type="checkbox"/> Water Authority <input type="checkbox"/> Special Improvement District <input checked="" type="checkbox"/> Village <input type="checkbox"/> Sewer Authority <input type="checkbox"/> Regional Planning and Dev. Board	County or Counties: Westchester
	Senate District(s): 37th
	Assembly District(s): 91st
(3) Co-Applicant Municipality: Village of Mamaroneck	Federal Tax ID Number:
Name of Chief Administrative Official: Richard Slingerland	Telephone Number: 914-777-7706
Title: Village Manager	Fax Number:
Mailing Address: 123 Mamaroneck Ave., Mamaroneck, NY 10543	E-Mail Address: <u>RSlingerland@VOMNY.org</u>
Type of Municipality: <input type="checkbox"/> County <input type="checkbox"/> Public Library <input type="checkbox"/> Association Library <input type="checkbox"/> Fire District <input type="checkbox"/> City <input type="checkbox"/> School District <input type="checkbox"/> BOCES <input type="checkbox"/> Town <input type="checkbox"/> Water Authority <input type="checkbox"/> Special Improvement District <input checked="" type="checkbox"/> Village <input type="checkbox"/> Sewer Authority <input type="checkbox"/> Regional Planning and Dev. Board	County or Counties: Westchester
	Senate District(s): 37th
	Assembly District(s): 91st
Copy sheet as necessary to include information on additional Co-Applicants.	

**Part
2A****NYS Department of State
Local Government Efficiency Grant
Program 2009-2010****HIGH PRIORITY
PLANNING GRANT**Name of Lead Applicant: **Town of Rye**

From the Part 1 a

E. High Priority Project Information**Type of Grant: One Applicant**

Plan for:

 A city or county charter revision plan to implement functional consolidation or increased shared services which will achieve savings and management improvements. Village Dissolution A plan for a sustainable reduction in the cost of police, fire or highway services for a municipality whose Per Capita Cost is in the top 25% of comparable municipalities in New York State.**Type of Grant: Two or More Applicants**

Plan for:

 Merger, Consolidation or Dissolution Sharing service(s) to be performed countywide Transferring function(s) to be performed countywide Multi-County or Regional Services**F. Memoranda of Understanding/Intermunicipal Agreements (MOU/IMA)**

List and attach copies of any existing Memoranda of Understanding/Intermunicipal Agreements or draft agreements that have been entered into for this activity. If you do not have a Memorandum of Understanding/Intermunicipal Agreement, provide a description of the intermunicipal agreements that will be necessary to carry out the proposed activity. See application guidance for details.

Additional sheets attached as necessary. **G. Work Plan**

Provide a detailed work plan, including time periods for achieving stated objectives, for the activity to be funded. The plan should quantify the sustainable reduction in property taxes, expressed in dollars per \$1,000 of assessed value. Attach the information to the application forms. If your application is awarded, this work plan will provide the basis for the program work plan in the grant contract. See the Grant Guidance for the information needed.

Proposed Start Date: **6/1/2010**

Length of Time Needed to Complete Project: ~18 Months

H. Budget**Budget Detail****Travel**

Purpose	Destination	Mode	Estimated Trip Cost Calculation
Consultant Travel (potential)	Rye Town & its Villages	Car	\$2,500
Total			\$2,500

Supplies, Materials

Item	Quantity	Estimated Cost
Report supplies, copying, binding ,...		\$1,000
Advertise for RFP, Public Hearings		\$1,000
Total		\$2,000

Contractual Services

Type of Service	Estimated Cost
External Consulting Services	\$60,500
Total	\$60,500

Name of Lead Applicant: Town of Rye		
Budget Summary		
Total Project Cost: \$65,000	Amount of Grant Requested: \$50,000	Amount of Local Share: \$15,000
Total Travel Costs: \$2,500		Total Costs Supplies, Materials: \$2,000
Total Costs of Contractual Services: \$60,500		
I. Application Submission Checklist		
<p>The application packet should include the original application form with Parts D through Part J completed and four copies shall be submitted to Department of State. This application shall be used as the original application (<i>a fill-able form is available on the Department of State website</i>); additional sheets and attachments should be added in the order outlined below:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Completed Part 1 Application <input checked="" type="checkbox"/> Extra sheets containing information on additional Co-Applicants, if applicable (Part D attachments) <input checked="" type="checkbox"/> High Priority Project Information (Part E) <input checked="" type="checkbox"/> Intermunicipal Agreements (Part F attachments) <input checked="" type="checkbox"/> Work Plan (Part G attachments) <input checked="" type="checkbox"/> Budget (Part H attachments) <input checked="" type="checkbox"/> Municipal Resolutions (Part J attachments) 		
J. Municipal Resolutions and Application Certification		
<p>The Lead Applicant and all Co-applicants shall submit, with this application, original copies of the resolutions in direct support of this grant application. Resolutions not included with this application, or that are incomplete, may result in this application being deemed ineligible.</p> <p>By submission of this application under the 2009-2010 Local Government Efficiency Grant Program, I hereby certify that all components of the requested Total Project Costs are reasonable and necessary for the conduct of the proposed project, and that prudent analysis has been undertaken to insure that all costs are consistent with current prevailing costs for such goods or services in the geographic area benefiting from the project.</p> <p>I hereby affirm under penalty of perjury that information provided on this form and attached statements and exhibits is true to the best of my knowledge and belief. False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal law.</p>		
Joseph Carvin		Town Supervisor
(Print Name)		(Print Title)
		
(Signature)		(Date)
Copy pages as necessary to include additional budget information.		

Project Background

- The Town of Rye consists of:
 - All of Port Chester
 - All of Rye Brook
 - A portion of the Village of Mamaroneck, "Rye Neck".
- Over the years since its formation in 1660, the services Rye Town provides to its residents have been reduced to a handful of unique (not redundant) administrative functions, including:
 - Tax Assessor
 - Tax Collector
- Rye Town provides additional functions/services on a very small scale that are, for the most part, redundant with similar functions/services already provided on a larger scale by its subordinate Villages. Specifically, Rye Town:
 - Operates two town parks (Mamaroneck has 14 parks including a beach; Port Chester has 5 parks; Rye Brook has 4 parks plus additional passive recreation open space areas),
 - Maintains a Clerk's licensing/permitting office, (Mamaroneck, Port Chester & Rye Brook each have a clerk function and provide certain permits, licenses &/or vital records)
 - Operates a local justice court (Port Chester has the largest town/village court in NYS¹; Mamaroneck Village has its own village justice court; Rye Brook has no local court;)
 - Contracts a legal staff (Mamaroneck & Port Chester each have in-house Village Attorneys; Rye Brook contracts legal services)
 - Has a paid 5-member legislative body and paid administrative staff.
- Despite this limited role, Rye Town receives ~\$2.5 million annually in non-property tax revenue as a part of its ~\$3.5 million operating budget.

¹ Reference: 2009 Ranking. Source: New York State Office of Court Administration – Revenue Ranking.

- Opportunities may exist, through the dissolution of Rye Town, to reduce the local property tax burden in Mamaroneck, Port Chester, Rye Brook by:
 - Redistributing the Rye Town recurring non-property tax revenue to successor town entities, thereby reducing the tax burden of vital local government entities that *do* provide essential services.
 - Disposing of specific Rye Town assets and distributing the proceeds to successor towns; and
 - Increasing shared services between Port Chester and Rye Brook.

- While the Villages within Rye Town have evolved due to the need to provide local services to their residents, these same villages have a strong history of sharing Services. Port Chester and Rye Brook have been sharing services for many years. At present, the two villages share the following services:
 - EMS
 - Fire
 - Library
 - Public School District

- Mamaroneck Village shares EMS services with the Town of Mamaroneck (which contains a portion of Mamaroneck Village, in addition to the Village of Larchmont and an unincorporated area. A separate study is already underway within these communities to identify additional shared services and government efficiency opportunities within the Town of Mamaroneck.

- While Port Chester and Rye Brook have much in common by sharing services, there are many distinctions between the two villages that make the alternative concept of town consolidation and respective village dissolution(s) complex to consider and undertake:

Port Chester	Rye Brook
Population ~ 28,000	Population ~ 8,600
In-house sanitation services	Privatized sanitation services
Unionized clerical staff (CSEA)	Non-union clerical staff
CSEA Laborers	Teamsters Laborers
~ \$36M outstanding debt	~ \$6.8M outstanding debt
Older bldg. stock & zoning code	Newer bldg. stock & zoning code
1,060 non-homestead parcels	313 non-homestead parcels

- It is apparent that dissolving both villages into a consolidated Rye Town would likely result in the formation of additional special assessments districts (i.e., for sidewalks, debt, sewers, fire services...).

- Also, dissolving the villages would require that Rye Town establish (start-up) the essential vital services for police, fire, highway, sanitation, and engineering for Port Chester and Rye Brook (at present, it provides none of the above).
- The notion of dissolving these villages into a consolidated Rye Town is further complicated by the fact that Rye Neck is a discontinuous area within the Town. It is separated by the City of Rye, which seceded in 1942 to become a 'city'.
- In addition, Port Chester has recently settled a long-standing Federal litigation with the U.S. Department of Justice over a Section 2 - Voting Rights Act violation, and is now implementing a "Cumulative Voting" trustee election system remedy. Any village dissolution exercise at this time would likely change (upset) the 'threshold of exclusion' formula that has enabled Port Chester to remedy this important matter by implementing its desired Cumulative Voting trustee election system.²
- These combined issues illustrate the complexities and disparities across these sister-villages. The analysis and effort to develop a unified zoning and land use policy framework (alone) would be significant. Considering that these important land-use approvals are undertaken through volunteer Boards and Commissions, it is unlikely that significant cost-saving opportunities would be achieved at all from such a complex effort to dissolve the villages.
- In 2007, the Village of Mamaroneck undertook an independent study to consider the options for Rye Neck to secede from Rye Town, and alternatively considered:
 - That the entire Village of Mamaroneck instead become a coterminous town/village, or
 - That Rye Neck being annexed into the Town of Mamaroneck.

While the study did not make specific recommendations, it did recommend additional analysis in some areas. The Village of Mamaroneck is interested to participate in this LGE application to update this study and further detail these options.

- Recognizing that:
 - Rye Town provides no essential services;
 - There is a minimal cost of maintaining local policy, planning and zoning decision autonomy, which is desired by at least some of the villages; and
 - The most significant cost saving opportunities will likely be achieved through the Villages sharing additional services and by eliminating the administrative redundancies that exist within Rye Town;

This grant application is accordingly being made to only consider the feasibility to dissolve Rye Town and evaluate the Village alternatives.

² Reference: Westchestergov.com Planning Department Demographic Data

Project Objectives:

- Our objectives are to hire an independent consultant to produce a study that will provide factual and unbiased information to residents and town/village officials on the viability of:
 - Dissolving the Town of Rye government ("Rye Town") in order to eliminate an administrative and mostly redundant level of government that provides no essential services, and:
 - Analyzing the Port Chester & Rye Brook option to become separate coterminous Town/Villages with increased shared services between them; and,
 - Updating a 2007 study undertaken by the Village of Mamaroneck to further consider the Rye Town replacement options for the "Rye Neck" section of Mamaroneck that is within Rye Town.

The proposed "Town of Rye Dissolution Feasibility and Village Alternatives Analysis" study will outline a range of alternatives for increasing government efficiency and promoting taxpayer savings. The participating Villages and Town plan to present the resultant information to the public in an effort to promote informed decision making about the most efficient way to govern and most cost effective way to deliver municipal services.

Even if a Rye Town dissolution option is not cost-effective, Rye Town, Mamaroneck, Port Chester and Rye Brook officials seek to identify additional shared service opportunities to pursue. This study will assist in determining the additional opportunities to reduce local property taxes.

Project Scope

- The proposed project scope will include an analysis to consider dissolving the Town of Rye. As such the project will include identifying and analyzing all the requisite activities for this to occur.
- The project scope will also include an alternatives analysis for the Villages of Port Chester, and Rye Brook to become separate coterminous town/villages.
- The project scope will, however, exclude an analysis to consider dissolving the Villages of Port Chester and Rye Brook, as stated above.
- The project scope will also include considering the options for the Rye Neck section of Mamaroneck Village, either to become annexed into the Town of Mamaroneck, or for the Village of Mamaroneck to consider becoming a coterminous town/village. This will leverage and update the information that is detailed in a 2007 study by Pace University's Michaelian Institute for Mamaroneck Village.
- The proposed project scope will also identify any additional services within the Villages of Rye Brook and Port Chester to consider sharing. A high-level feasibility analysis will be developed for any such shared service opportunities that are identified. The proposed scope, however, will exclude a more detailed shared service analysis that would include a work breakdown study.
- Similarly, the project scope excludes a detailed shared service analysis and work breakdown study between the Village of Mamaroneck and Town of Mamaroneck, as there are separate activities already underway to consider additional shared service opportunities between the Village of Mamaroneck and Town of Mamaroneck.

Project Approach

- The proposed “Rye Town Dissolution Feasibility Study and Village Alternatives Analysis” will be undertaken utilizing an experienced, objective third-party consultant that is selected through a competitive process by a jointly established Project Steering Committee.
- The following presents the high-level project approach and work plan that is envisioned to complete the project objectives.

a) Project Initiation

- Establish a project steering committee.
- Finalize the project IMA.
- Evaluate & select an experienced, objective third-party consultant through competitive RFP.
- Finalize the detailed objectives, scope, approach, milestones, budget and deliverables, along with identifying appropriate public participation points.*
- Develop a formal project communication and reporting framework.

b) Rye Town Dissolution Analysis

- Develop a fiscal estimate of the costs/benefits to dissolve Rye Town.
- Identify the necessary activities and process to dissolve Rye Town, including public participation activities, processes or events.
- Analyze the alternatives for disposition Rye Town employees.
- Analyze Rye Town’s assets, including but not limited to real and personal property as well as infrastructure, including the fair value thereof.
- Analyze the alternatives at Crawford Park and Rye Town Park, including maintenance alternatives as well as alternative approaches to retain these Town Parks in a way that would allowed continued use by residents of Port Chester, and Rye Brook, and Rye Neck³.
- Analyze Rye Town’s liabilities and indebtedness, bonded and otherwise.
- Identify and evaluate the alternative manner and means by which the residents of Rye Town will continue to be furnished municipal services following the entity's potential dissolution.

* Denotes a public participation interval for Rye Town, Mamaroneck, Port Chester & Rye Brook.

³ It should be noted that the City of Rye also enjoys privileges at Rye Town Park through their participation on the Rye Town Park Commission.

- Develop a disposition alternatives analysis for Rye Town's assets.
- Develop a disposition alternatives analysis for Rye Town's liabilities and indebtedness.
- Develop an alternatives analysis for the collection and guarantee of the necessary taxes and assessments therefore.
- Develop an alternatives analysis for the required maintenance of any town infrastructure and bridges.
- Identify any local laws, ordinances, rules or regulations of the Town that should remain in effect for any period after Rye Town's considered dissolution.

c) Village of Rye Brook & Port Chester Coterminous Town/Village Analysis

- Identify and analyze the activities required to establish Port Chester and Rye Brook as separate coterminous Town Villages.
- Develop a financial estimate for the one-time and recurring costs to establish Port Chester and Rye Brook as separate coterminous Town Villages.
- Develop a financial estimate for the redistribution of Rye Town AIM, Mortgage Recording Tax, and other recurring Rye Town non-property tax revenues.
- Identify and develop a high-level analysis of other services for Port Chester and Rye Brook to consider sharing.

d) Rye Neck Alternatives Analysis

- Identify and analyze the activities required to establish the Village of Mamaroneck as a coterminous Town Village.
- Identify and analyze the activities required to annex the Rye Neck section of Mamaroneck Village into the Town of Mamaroneck.
- Develop a financial estimate for the one-time and recurring costs to establish Mamaroneck Village as a coterminous Town Village.
- Develop a financial estimate for the one-time and recurring costs to annex the Rye Neck portion of Mamaroneck Village into the Town of Mamaroneck.
- Develop a financial estimate for the redistribution of Rye Town AIM, Mortgage Recording Tax, and other recurring Rye Town non-property tax revenues for the above scenarios.
- Update the 2007 Rye Neck Alternatives Analysis.

e) Additional Activities

- Identify and analyze any other matter necessary to carry out the considered Rye Town dissolution and Village(s) re-structuring.

f) Report Preparation and Public Participation

- Develop a preliminary “Rye Town Dissolution Feasibility Analysis and Village Alternatives Analysis” report.
- Present preliminary “Rye Town Dissolution Feasibility Analysis and Village Alternatives Analysis” report to Town and Village Boards and its residents.*
- Obtain Board, Council and Public feedback.*
- Update and finalize “Rye Town Dissolution Feasibility Analysis and Village Alternatives Analysis” report.
- Present finalized “Rye Town Dissolution Feasibility Analysis and Village Alternatives Analysis” report to Town and Village Boards and its residents.*
- Determine next individual and joint steps.*

g) Project Close-Out

- Complete the Final Project Summary Report describing project outcomes and provide any other closeout materials requested by the Department of State.

* Denotes a public participation interval for Rye Town, Mamaroneck, Port Chester & Rye Brook.

Project Work Plan

Task	Deliverables	Est. Budget*	Scheduled Completion
a) Project Initiation	<ul style="list-style-type: none"> ▪ Intermunicipal Agreement ▪ Consultant RFP ▪ Consultant Contract ▪ Project Organization Chart ▪ Detailed Project Plan, Budget & Scope Document ▪ Project Reporting Framework 	\$3,000	July 2010
b) Rye Town Dissolution Analysis	<ul style="list-style-type: none"> ▪ Rye Town Dissolution Analysis ▪ Crawford Park & Rye Town Park Alternatives Analysis 	\$35,000	June 2011
c) Village of Rye Brook & Port Chester Coterminous Town/Village Analysis	<ul style="list-style-type: none"> ▪ Port Chester & Rye Brook Coterminous Town Village Analysis ▪ High Level Additional Shared Service Opportunities Analysis 	\$12,000	June 2011
d) Rye Neck Alternatives Analysis	<ul style="list-style-type: none"> ▪ Updated Rye Neck Alternatives Analysis 	\$8,000	June 2011
e) Additional Activities		\$2,000	August 2011
f) Report Preparation & Public Participation	<ul style="list-style-type: none"> ▪ Draft Report ▪ Public Participation Sessions ▪ Finalized Report ▪ Next Steps 	\$4,000	Dec. 2011
g) Project Close-Out	<ul style="list-style-type: none"> ▪ Final Project Summary ▪ Close-Out Materials 	\$1,000	Dec. 2011
Total Project		\$65,000	

* Estimated budget to be finalized in Project Initiation phase.

Additional Information

Intermunicipal Agreement

As part of the "Project Initiation Activities" that is detailed in the Project Approach section of this proposal, a detailed Intermunicipal Agreement (IMA) will be developed between the Town of Rye and the Villages of Mamaroneck, Port Chester, and Rye Brook to undertake the proposed "Rye Town dissolution Study and Village Alternatives Analysis". The resultant IMA that will be developed and executed will contain the details that are described in the following proposal sections.

Project Funding

- Rye Town, Port Chester and Rye Brook will each commit to contribute \$5,000 in addition to providing in-kind services.
- Mamaroneck will contribute in-kind services (only) since they recently completed a Rye Town Alternatives Analysis for the Rye Neck section of their village (2007), which is within the proposed project scope.
- The local funding matches (\$15,000 total) and in-kind services will be combined with the requested \$50,000 to undertake and complete the proposed project.
- A disbursement process will be developed in the anticipated IMA that details how participant and grant funds will be appropriated and disbursed for the project.

Project Participants

- Town of Rye.
- Village of Mamaroneck
- Village of Port Chester
- Village of Rye Brook

Geographic Area

- The Town of Rye, including the Rye Neck portion of the Village of Mamaroneck and the Villages of Port Chester and Rye Brook. There are no unincorporated areas within the Town of Rye.

Relationship to Other Projects

- The Village of Mamaroneck completed an independent study in 2007 to consider the Rye Neck secession alternatives. This report will be leveraged and updated as part of the proposed "Rye Town Dissolution Feasibility Study and Village Alternatives Analysis" project.
- A separate, joint committee has been established between the Town of Mamaroneck, Village of Larchmont and Village of Mamaroneck to identify and consider additional cost savings opportunities through shared services and other local government efficiency initiatives. The proposed "Rye Town Dissolution Feasibility Study and Village Alternatives Analysis" project would be undertaken in a consistent timeframe with this separate committee's activities, which may also be helpful for Mamaroneck Village.

Procurement

- In securing contractual services, the participating municipalities will comply with Municipal procurement policy and General Municipal Law section 103.

Documentation

- All documents created as part of grant funds must specify the following "This (document, report, map, etc.) was prepared with funds provided by the New York State Department of State under the Shared Municipal Services Incentive Grant Program."

Environmental Review

- An environmental review will be completed as required in Section XV of this agreement and transmitted to the Department of State.

Deliverables

- Deliverables have been detailed within the Project Work Plan section of this proposal.
- The Project Steering Committee shall submit drafts of studies/reports prepared with this grant to the Local Government Efficiency Grant Program for review and comment.
- The Consultant shall notify the Local Government Efficiency Grant Program of any meetings/hearings to be held regarding this project in advance.
- The Consultant shall submit on a monthly basis or with each request for reimbursement, whichever comes first, a Project Status report which will provide

detailed project information including a report of each project task as listed in this work plan.

- The Project Steering Committee shall provide all plans and/or reports developed as part of this project to the New York State Department of State. The Department of State may make these items available as part of its technical assistance program.

Schedule:

- The project schedule has been detailed within the Project Work Plan section of this proposal and anticipates a May 2010 start date.
- This project shall commence upon execution of the agreement with New York State for these grant funds and is expected to be completed by December 2011.

Review and Status

- Department of State shall review Project Components for consistency with the applications.
- Consultant shall provide Project Status Reports every month or when payment is requested.



Map

Resolutions