

BATTERY PARK CITY PARKS CONSERVANCY CORPORATION

Meeting of the Directors  
200 Liberty Street, 24<sup>th</sup> Floor  
New York, NY 10281  
April 10, 2018

Directors Present

Dennis Mehiel, Chairman/CEO  
Hector Batista, Member  
Louis Bevilacqua, Member  
Catherine McVay Hughes, Member  
George Tsunis, Member

Staff in

Attendance:

Benjamin Jones, President and Chief Operating Officer  
Sharmila Baichu, Vice President of Human Resources  
Brett Beecham, Associate General Counsel  
Marie Cornielle, Deputy Treasurer  
Gwen Dawson, Vice President, Real Property  
Pamela Frederick, Chief Financial Officer/Treasurer  
Joseph Ganci, Design Director  
Julissa Garcia, Parks Chief of Staff  
Abigail Goldenberg, Special Counsel and Risk Officer  
Nimisha Haribaran, Executive Assistant/Contract Manager  
Craig Hudon, Director of Parks Programming  
Susie Kim, Deputy General Counsel  
Karl Koenig, Controller  
Kevin McCabe, Acting Chief Administrative Officer  
Robert Nesmith, Chief Contracting Officer  
Anne O'Neill, Director of Horticulture  
Anthony Peterson, Director of Diversity Programs  
Bruno Pomponio, Director of Parks Operations  
Jason Rachnowitz, Director of Financial Reporting  
Nicholas Sbordone, Director of Communications and Public Affairs  
Nicole Stallworth-Roper, Associate General Counsel  
Alexis Torres, Associate Chief of Staff

Others in Attendance:

Various Members of the Public

The meeting of the Directors, called on public notice in accordance with the New York State Open Meetings Law, convened at 10:32 a.m.

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The first item on the agenda was the approval of the minutes of the March 13, 2018 meeting. Upon a motion made by Mr. Batista and seconded by Ms. McVay Hughes, the following resolution was unanimously adopted:

## **APPROVAL OF MINUTES OF THE MARCH 13, 2018 MEETING**

BE IT RESOLVED, that the minutes of the meeting of the Directors of the Battery Park City Parks Conservancy Corporation held on March 13, 2018 are hereby approved.

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The next item on the agenda, presented by Mr. Pomponio, was an authorization to enter into an agreement with Almstead Tree and Shrub Care Company, LLC (“Almstead”) for on-call tree removal services.

Mr. Pomponio explained to the Board that the Battery Parks operations department is responsible for the care of all the trees under its jurisdiction. He explained that an RFP was issued to select a vendor to provide tree care and removal services. Four vendors responded to the RFP, the committee reviewed the proposals, and then asked for a best and final price. Almstead gave the best price and had the second highest technical rating. Mr. Pomponio requested to enter into an agreement with Almstead for the yearly amount of \$75,000.00 not to exceed an amount of \$225,000.00 over a three-year term. Ms. O’Neill was asked to answer some questions by the Board.

Upon a motion made by Mr. Bevilacqua and seconded by Ms. McVay Hughes, the following resolution was unanimously approved:

### **AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH ALMSTEAD TREE AND SHRUB CARE COMPANY, LLC TO PROVIDE ON-CALL TREE REMOVAL SERVICES.**

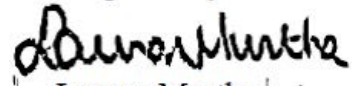
BE IT RESOLVED that in accordance with the materials presented to this meeting, the President and Chief Operating Officer of the Hugh L. Carey Battery Park City Authority (the “President”) or her/his designee(s) be, and each of them hereby is, authorized and empowered to enter into a three (3) year contract with Almstead Tree and Shrub Care Company, LLC to provide on-call tree removal services with a not-to-exceed total of \$75,000.00 per year for a total not-to-exceed contract total of \$225,000.00, and be it further

RESOLVED, that the President or her/his designee(s) be, and each of them hereby is, authorized and empowered to execute and deliver the contract on behalf of the Hugh L. Carey Battery Park City Authority, subject to such changes as the officer or officers shall, with the advice of counsel, approve as necessary and appropriate and in the best interests of the Conservancy, such approval to be conclusively evidenced by the execution and delivery of the contract; and be it further

RESOLVED, that the President or her/his designee(s) be, and each of them hereby is, authorized and empowered to execute all such other and further documents and to take all such other and further actions as may be necessary, desirable or appropriate in connection with the transactions contemplated in the foregoing resolutions, and any such execution of documents and any other further actions heretofore taken are hereby ratified and any actions hereafter taken are confirmed and approved.

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There being no further business, upon a motion made by Mr. Bevilacqua and seconded by Mr. Batista, the meeting thereupon adjourned at 10:36 a.m.

Respectfully submitted,  
  
Lauren Murtha  
Assistant Corporate Secretary