



March 15, 2018

**VIA ELECTRONIC MAIL**  
**bx04@cb.nyc.gov**

Paul A. Philips  
District Manager  
Bronx Community Board Four  
1650 Selwyn Avenue  
Suite 11A  
Bronx, New York 10457

**RE: Brownfield Cleanup Program Application Repository Request**  
**Applicant: SB Gerard Avenue, LLC c/o Sliverback Acquisitions and Development LLC**  
**Site Name: 580 Gerard Former Post Office Vehicle Repair Site**  
**Address: 580 Gerard Avenue, Bronx, New York 10451**

Dear Mr. Philips:

We represent SB Gerard Avenue, LLC in its Brownfield Cleanup Program application for the above-referenced site in Bronx, New York at 580 Gerard Avenue. It is a requirement of the New York State Department of Environmental Conservation that we supply it with a letter certifying that the local community board is willing and able to serve as one of two public repositories for all documents pertaining to the cleanup of this Site. To avoid significant use of your shelf space, all documents will be sent in CD format.

Please sign below and return the signed letter as an attachment to an email as soon as possible if you are able to certify that the Bronx Community Board No. 4 would be willing and able to act as a temporary public repository for this Brownfield Cleanup Program project.

Thank you.

Sincerely,

**KNAUF SHAW LLP**

LINDA R. SHAW

Yes, the Bronx Community Board No. 4 is willing and able to act as a public repository for documents related to the cleanup of 580 Gerard Avenue, Bronx, New York 10451 under the NYS Brownfield Cleanup Program.

\_\_\_\_\_  
Paul A. Philips, District Manager

\_\_\_\_\_  
Date



September 17, 2020

VIA ELECTRONIC MAIL

Lucile Francois  
Library Manager  
Macomb's Bridge Library, New York Public Library  
2633 Adam Clayton Powell, Jr. Blvd.  
New York City, New York 10039

**RE: Brownfield Cleanup Program Application**  
**Applicant: SB Gerard Avenue, LLC c/o Sliverback Acquisitions and Development LLC**  
**Site Name: 580 Gerard Former Post Office Vehicle Repair Site**  
**Site Address: 580 Gerard Avenue**  
**Bronx, New York 10451**

Dear Ms. Francois:

We represent SB Gerard Avenue, LLC in its anticipated Brownfield Cleanup Program application for the above-referenced site at 580 Gerard Avenue (Bronx, Block 2352, Lot 1) in the City of New York, Bronx, New York. Your branch is currently the repository for this project. It is a requirement of the NYS Department of Environmental Conservation that we supply them with a letter certifying that the local library is willing and able to serve as a public repository for all documents pertaining to the cleanup of this property. To avoid significant use of your shelf space, all documents will be made available via a digital download link. These documents will be available once the project is accepted into the program until May 31, 2022.

Please sign below and return the signed letter as an attachment to an email if you are able to certify that your library would be willing and able to act as the temporary public repository for this Brownfield Cleanup Program project.

Thank you.

Sincerely,

**KNAUF SHAW LLP**

LINDA R. SHAW

Yes, the Macomb's Bridge Library, New York Public Library is willing and able to act as a public repository for documents related to the cleanup of 580 Gerard Avenue (Bronx, Block 2352, Lot 1) in the City of New York, Bronx County, New York under the NYS Brownfield Cleanup Program through May 31, 2022. The Documents will be provided to the library via a digital download link.

\_\_\_\_\_  
Lucile Francois, Library Manager

\_\_\_\_\_  
Date

## Rebecca Stevens

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**From:** Rebecca Stevens  
**Sent:** Wednesday, September 16, 2020 10:14 AM  
**To:** 'ksaunders@cb.nyc.gov'  
**Cc:** pphilips@cb.nyc.gov; bx04@cb.nyc.gov  
**Subject:** BCP Application Repository Request-580 Gerard Avenue  
**Attachments:** Paul Philiip\_Community Board Repository Letter.pdf; Kathleen Saunders\_Community Board Repository Letter.pdf

Hello,

I am a paralegal at Knauf Shaw LLP and we represent SB Gerard Avenue, LLC in its anticipated Brownfield Cleanup Program application for the above-referenced site at 580 Gerard Avenue in the City of New York, Bronx, New York. The Bronx Community Board 4 is currently the repository for this project. It is a requirement of the NYS Department of Environmental Conservation that we supply them with a letter certifying that the local Community Board is willing and able to serve as a public repository for all documents pertaining to the cleanup of this property. To avoid significant use of your shelf space, all documents will be sent in CD format. We require a signature from the District Manager, Paul Philips on the attached letter. If he is not available, we ask that you, in your capacity as the Chairperson for the Bronx Community Board 4, sign the other attached letter that has your name under the signature line.

I have sent multiple emails to the community board at the following email address; bx04@cb.nyc.gov. Please answer this email as soon as possible as we have submitted the application to the DEC and hope to forward the required letters/confirmation. If you are unable to print, sign and scan the attached letter at this time (this is preferred), an email back from you, stating that the Bronx Community Board 4 is willing and able to act as a public repository for this BCP application would be sufficient.

I understand that due to the current global pandemic, the Community Board may be currently closed or working with restricted hours. However, we do not require the library to act as a repository immediately. The documents pertaining to the BCP application will not have to be available for public review until the application is submitted and then approved, a process which could take months. However, we do require the letter as soon as possible stating that the Community Board is willing to act as the repository in the future, in order to submit the application to the DEC. Please feel free to call me with any questions at (585) 546-8430.

Thank you for your time.

Sincerely,



Rebecca Stevens  
Paralegal  
1400 Crossroads building  
2 State Street  
Rochester, New York 14624  
Tell: (585) 546-8430 Ext: 110

## Rebecca Stevens

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**From:** Rebecca Stevens  
**Sent:** Thursday, September 17, 2020 9:40 AM  
**To:** 'Benjamin Mickle'  
**Subject:** RE: NYPL (Brownfield Cleanup)  
**Attachments:** Library Letter.pdf

Hi Mr. Mickle,

Yes of course, please see attached. Congratulations on the new baby!!! I apologize for all the emails and phone calls, to submit the application without the letter during the pandemic (when it was figured that we would not get a response), we had to at least show/prove that we have put in our due diligence in attempting to contact the repositories.

Thank you for getting back to me.

Rebecca

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**From:** Benjamin Mickle <benjaminmickle@nypl.org>  
**Sent:** Thursday, September 17, 2020 9:34 AM  
**To:** Rebecca Stevens <RStevens@nyenvlaw.com>  
**Subject:** Re: NYPL (Brownfield Cleanup)

Hi Rebecca,

Sorry for the delay. Things have been hectic with the pandemic and then I was out for paternity leave until recently. This letter looks good, can you just change the date to today and resend it to me?

Thanks,  
Ben

On Wed, Sep 16, 2020 at 10:20 AM Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)> wrote:

Hello Mr. Mickle,

I am following up again on our pervious conversations about getting the attached letter signed by the Managing Library of the Macomb's Branch Library stating that the branch will act as a repository for the BCP application located at 580 Gerard Avenue. I have left a voicemail for you about this as well. We have submitted the Application to the DEC and are hoping to forward the signed letter to the DEC as soon as possible.

Thank you.

Rebecca Stevens

Knauf Shaw LLP

Paralegal

(585) 546-8430

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**From:** Rebecca Stevens  
**Sent:** Thursday, May 28, 2020 8:49 AM  
**To:** Benjamin Mickle <[benjaminmickle@nypl.org](mailto:benjaminmickle@nypl.org)>  
**Subject:** RE: NYPL (Brownfield Cleanup)

Dear Mr. Mickle,

I am emailing to see if there has been an update on getting the letter signed for our Brownfield Cleanup Program Site, located at 580 Gerard Avenue, Bronx, New York. I have attached the letter to this email for your reference.

Do not hesitate to contact me with any questions.

Rebecca Stevens

Paralegal

Knauf Shaw LLP

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**From:** Benjamin Mickle <[benjaminmickle@nypl.org](mailto:benjaminmickle@nypl.org)>  
**Sent:** Tuesday, May 12, 2020 11:13 AM  
**To:** Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)>  
**Subject:** Re: NYPL (Brownfield Cleanup)

Thank you Rebecca. In the bottom sentence (where NYPL is signing), please add "through May 31, 2022. Documents will be provided to the library via a digital download link." (which mirrors the language in the letter from 2019). If there is an issue and it has to be longer, then we can revisit, but NYPL can't have an indefinite obligation.

Thanks,

Ben

On Tue, May 12, 2020 at 11:08 AM Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)> wrote:

Hi Mr. Mickle,

Please see the attached revised letter.

Please let me know if you have any more questions or concerns and thank you for your time.

Sincerely,

Rebecca

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**From:** Benjamin Mickle <[benjaminmickle@nypl.org](mailto:benjaminmickle@nypl.org)>  
**Sent:** Tuesday, May 12, 2020 10:58 AM  
**To:** Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)>  
**Subject:** Re: NYPL (Brownfield Cleanup)

Hi Rebecca,

I am not authorized to sign these documents, I believe the library manager, Lucile Francois, will sign this one. Also, can you revise the letter further so that it matches the attached letter your firm and NYPL negotiated last year? Mainly that the body of the letter and the sentence describing that NYPL will hold these for 2 years (we can say May 31, 2022).

Thank you,

Ben

On Wed, May 6, 2020 at 8:48 AM Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)> wrote:

Dear Mr. Mickle,

Thank you very much for getting back to me. Since you are the person handling this matter, I amended the letter so it is addressed to you and you are the signatory. If this needs to change, please let me know and I can amended the letter again. Regarding your comments;

1. I have amended the letter to state that the documents will be sent to the library via a digital download link. The amended letter is attached.
2. It is hard to give a specific end date, but I can tell you that it is required for the library to act as a repository for the entire length of the BCP project, which is typically about 2 years.

Please let me know if you have any more questions, or if there is anything else I can do for you.

Thank you.

Rebecca Stevens

Paralegal

Knauf Shaw LLP

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**From:** Linda Shaw <[lshaw@nyenvlaw.com](mailto:lshaw@nyenvlaw.com)>  
**Sent:** Tuesday, May 5, 2020 5:05 PM  
**To:** Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)>  
**Subject:** RE: NYPL (Brownfield Cleanup)

No problem re: the link. The length should be the length of the BCP project, which is typically about 2 years.



Linda R. Shaw

1400 Crossroads Building

2 State Street

Rochester, New York 14614

Tel.: (585) 546-8430

Cell: (585) 414-3122

[lshaw@nyenvlaw.com](mailto:lshaw@nyenvlaw.com)

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**From:** Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)>

**Sent:** Tuesday, May 5, 2020 4:49 PM

**To:** Linda Shaw <[lshaw@nyenvlaw.com](mailto:lshaw@nyenvlaw.com)>

**Subject:** Fwd: NYPL (Brownfield Cleanup)

Hey linda,

I recieved this from the bronx public library for 580 gerard. I will email him back in the morning.

Until what date should I say the documents will have to be available?

Thanks

Rebecca



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**From:** Benjamin Mickle <[benjaminmickle@nypl.org](mailto:benjaminmickle@nypl.org)>

**Sent:** Tuesday, May 5, 2020, 3:50 PM

**To:** Rebecca Stevens

**Subject:** NYPL (Brownfield Cleanup)

Hi Rebecca,

Your email regarding document storage at Macomb's Branch (for 580 Gerard) and the attached letter was forwarded to me. I am Assistant General Counsel at NYPL and will handle this matter on the legal end. It looks like your firm worked with another attorney (Kristina Findikyan) on this type of matter last June, so I hope that we will be able to sort this out quickly. My few comments are as follows:

1. NYPL does not hold physical documents on site (even on flash drive and even when the branches are open). Please amend the letter stating that the documents will be provided to the Library via a digital download link.
2. Please also provide an end/outside date (a date until which the documents will be available).

Please let me know if you have any questions or comments.

Best,

Ben

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**Benjamin C. Mickle**  
Assistant General Counsel

**The New York Public Library**  
445 5th Avenue, 4th Floor

New York, New York 10016  
Tel. 212.930.0082 | Ext. 20082

Cell 646.510.0463

[nypl.org](http://nypl.org)

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**Benjamin C. Mickle**  
Assistant General Counsel

**The New York Public Library**  
445 5th Avenue, 4th Floor  
New York, New York 10016  
Tel. 212.930.0082 | Ext. 20082

Cell 646.510.0463

[nypl.org](http://nypl.org)

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**Benjamin C. Mickle**  
Assistant General Counsel

**The New York Public Library**  
445 5th Avenue, 4th Floor  
New York, New York 10016  
Tel. 212.930.0082 | Ext. 20082

Cell 646.510.0463

[nypl.org](http://nypl.org)

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**Benjamin C. Mickle**  
Assistant General Counsel

**The New York Public Library**  
445 5th Avenue, 4th Floor  
New York, New York 10016  
Tel. 212.930.0082 | Ext. 20082  
Cell 646.510.0463  
[nypl.org](http://nypl.org)

## Contact with Community Board

### Timeline:

**4/30/2020** - Initial contact email sent to the Community Board's general email ([bx04@cb.ny.gov](mailto:bx04@cb.ny.gov))

**5/7/2020** – Sent follow up email to Community Board's general email ([bx04@cb.ny.gov](mailto:bx04@cb.ny.gov)) after no response.

**5/18/2020** – Sent another follow up email to Community Board's general email ([bx04@cb.ny.gov](mailto:bx04@cb.ny.gov)) after no response

**8/31/2020** - Sent another follow up email to Community Board's general email ([bx04@cb.ny.gov](mailto:bx04@cb.ny.gov)) after no response

**8/31/2020** – Sent an email directly to the District Manager, Paul Philips ([pphilips@cb.nyc.gov](mailto:pphilips@cb.nyc.gov))

**9/16/2020** – Sent an email to the Chairperson, Kathleen Saunders ([ksaunders@cb.nyc.gov](mailto:k Saunders@cb.nyc.gov)), copying the District Manager and the Community Board's General Email

Our office has attempted to contact the Bronx Community Board 4 by phone at (718) 299-0800 after having sent each of the follow-up emails. The phone just continues to ring. A person, nor an answering machine, ever picks up the call.

## Contact with Library

### Timeline:

**4/30/2020** – Initial email sent to the New York Public Library's general help line ([gethelp@nypl.org](mailto:gethelp@nypl.org))

**5/5/2020** – Initial email was forwarded to Benjamin Mickle, Assistant General Counsel. He contacted our office with some corrections to the letter ([benjaminmickle@nypl.org](mailto:benjaminmickle@nypl.org)).

**5/6/2020** – Our office forwarded Benjamin Mickle the corrected letter.

**5/12/2020** - Benjamin Mickle responded with more corrections to the letter and our office sent another revised letter to him.

**5/28/2020** - Our office emailed Benjamin Mickle to inquire about an update on the status of getting the letter signed. Our office also left a voicemail on Benjamin Mickle's office number, (212) 930-0082 ext. 20082.

**8/31/2020** – Our office email the managing librarian, Lucile Francois, directly ([lucilefrancois@nypl.org](mailto:lucilefrancois@nypl.org))

**9/16/2020** - Our office emailed Benjamin Mickle to inquire about an update on the status of getting the letter signed. Our office also left a voicemail on Benjamin Mickle's office number, (212) 930-0082 ext. 20082 and cell phone number (646) 510-0463.

**9/17/2020** – Our office received a response from Benjamin Mickle stating that he is currently working towards getting the Library letter signed by the branch's Managing Librarian.

## Rebecca Stevens

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**From:** Rebecca Stevens  
**Sent:** Thursday, April 30, 2020 1:23 PM  
**To:** bx04@cb.nyc.gov  
**Subject:** Brownfield clean up program/Repository Request  
**Attachments:** Community Board Repository Letter.pdf

Hello,

I am a paralegal at Knauf Shaw LLP and we represent SB Gerard Avenue, LLC in its anticipated Brownfield Cleanup Program application for the above-referenced site at 580 Gerard Avenue in the City of New York, Bronx, New York. The Bronx Community Board 4 is currently the repository for this project. It is a requirement of the NYS Department of Environmental Conservation that we supply them with a letter certifying that the local Community Board is willing and able to serve as a public repository for all documents pertaining to the cleanup of this property. To avoid significant use of your shelf space, all documents will be sent in CD format.

I require the District Manager of Bronx Community Board 4, Paul Philips, to sign and date the attached letter and to return the signed letter to me as an attachment to an email as soon as possible so we may continue our work on the application so it may be submitted to the DEC in a timely manner.

I understand that due to the current global pandemic, the Community Board may be currently closed or working with restricted hours. However, we do not require the library to act as a repository immediately. The documents pertaining to the BCP application will not have to be available for public review until the application is submitted and then approved, a process which could take months. However, we do require the letter as soon as possible stating that the Community Board is willing to act as the repository in the future, in order to submit the application to the DEC.

Please feel free to call me with any questions at (585)857-5062.

Thank you for your time.

Sincerely,

Rebecca Stevens  
Paralegal  
Knauf Shaw LLP  
[rstevens@nyenvlaw.com](mailto:rstevens@nyenvlaw.com)  
1400 Crossroads building  
2 State Street  
Rochester, New York 14614  
(585) 546-8430

## Rebecca Stevens

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**From:** Rebecca Stevens  
**Sent:** Thursday, May 7, 2020 10:18 AM  
**To:** bx04@cb.nyc.gov  
**Subject:** Brownfield Cleanup Program, Repository Request Follow up  
**Attachments:** Community Board Repository Letter.pdf

Hello,

My name is Rebecca Stevens, I am a Paralegal at Knauf Shaw. I had emailed the Bronx Community Board #4 on Thursday, April 30, 2020 regarding a request for the community board to act as a document repository for the Documents pertaining to SB Gerard Avenue LLC's anticipated Brownfield Cleanup Program at 580 Gerard Avenue, Bronx, New York.

I copied my original email below for your reference;

"I am a paralegal at Knauf Shaw LLP and we represent SB Gerard Avenue, LLC in its anticipated Brownfield Cleanup Program application for the above-referenced site at 580 Gerard Avenue in the City of New York, Bronx, New York. The Bronx Community Board 4 is currently the repository for this project. It is a requirement of the NYS Department of Environmental Conservation that we supply them with a letter certifying that the local Community Board is willing and able to serve as a public repository for all documents pertaining to the cleanup of this property. To avoid significant use of your shelf space, all documents will be sent in CD format.

I require the District Manager of Bronx Community Board 4, Paul Philips, to sign and date the attached letter and to return the signed letter to me as an attachment to an email as soon as possible so we may continue our work on the application so it may be submitted to the DEC in a timely manner.

I understand that due to the current global pandemic, the Community Board may be currently closed or working with restricted hours. However, we do not require the library to act as a repository immediately. The documents pertaining to the BCP application will not have to be available for public review until the application is submitted and then approved, a process which could take months. However, we do require the letter as soon as possible stating that the Community Board is willing to act as the repository in the future, in order to submit the application to the DEC.

Please feel free to call me with any questions at (585)857-5062.

Thank you for your time. "

I have also reattached the letter in which we require a signature. Please response to this email as soon as possible, as we hope to submit this application to the DEC relatively soon. If you are not able to sign the letter and email it back to me, we simple require, at least, an email, answering this one, stating that the Bronx Community Board #4 is willing and able to act as a document repository for SB Gerard Avenue LLC's anticipated Brownfield Cleanup Program at 580 Gerard Avenue, Bronx, New York.

Thank you for your time.

Rebecca Stevens  
Paralegal  
Knauf Shaw LLP

## Rebecca Stevens

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**From:** Rebecca Stevens  
**Sent:** Monday, May 18, 2020 11:26 AM  
**To:** bx04@cb.nyc.gov  
**Subject:** RE: Brownfield Cleanup Program, Repository Request Follow up

To Whom it May Concern;

My name is Rebecca Stevens and I am a paralegal at the law office of Knauf Shaw LLP. Our office represents SB Gerard Avenue LLC's anticipated Brownfield Cleanup Program at 580 Gerard Avenue, Bronx, New York. I have emailed you regarding this matter on April 30, 2020 and May 7, 2020.

In order to submit this application to the DEC, we require confirmation that the local community board is willing and able to act as a document repository for the documents related to the anticipated BCP program application.

I understand that your office is currently closed due to the Governor's State of Emergency. However, we only require a reply to this email, stating that the Bronx Community Board No. 4 is willing and able to act as a document repository for SB Gerard Avenue LLC anticipated BCP program located at 580 Gerard Avenue, Bronx, New York.

Thank you for your time.

Sincerely,

Rebecca Stevens  
Paralegal  
Knauf Shaw LLP  
1400 Crossroads Building  
2 State Street  
Rochester, NY 14614  
(585) 857-5062

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**From:** Rebecca Stevens  
**Sent:** Thursday, May 7, 2020 10:18 AM  
**To:** bx04@cb.nyc.gov  
**Subject:** Brownfield Cleanup Program, Repository Request Follow up

Hello,

My name is Rebecca Stevens, I am a Paralegal at Knauf Shaw. I had emailed the Bronx Community Board #4 on Thursday, April 30, 2020 regarding a request for the community board to act as a document repository for the Documents pertaining to SB Gerard Avenue LLC's anticipated Brownfield Cleanup Program at 580 Gerard Avenue, Bronx, New York.

I copied my original email below for your reference;

"I am a paralegal at Knauf Shaw LLP and we represent SB Gerard Avenue, LLC in its anticipated Brownfield Cleanup Program application for the above-referenced site at 580 Gerard Avenue in the City of New York, Bronx, New York. The Bronx Community Board 4 is currently the repository for this project. It is a requirement of the NYS Department of Environmental Conservation that we supply them with a letter certifying that the local Community Board is willing and



able to serve as a public repository for all documents pertaining to the cleanup of this property. To avoid significant use of your shelf space, all documents will be sent in CD format.

I require the District Manager of Bronx Community Board 4, Paul Philips, to sign and date the attached letter and to return the signed letter to me as an attachment to an email as soon as possible so we may continue our work on the application so it may be submitted to the DEC in a timely manner.

I understand that due to the current global pandemic, the Community Board may be currently closed or working with restricted hours. However, we do not require the library to act as a repository immediately. The documents pertaining to the BCP application will not have to be available for public review until the application is submitted and then approved, a process which could take months. However, we do require the letter as soon as possible stating that the Community Board is willing to act as the repository in the future, in order to submit the application to the DEC.

Please feel free to call me with any questions at (585)857-5062.

Thank you for your time. “

I have also reattached the letter in which we require a signature. Please response to this email as soon as possible, as we hope to submit this application to the DEC relatively soon. If you are not able to sign the letter and email it back to me, we simple require, at least, an email, answering this one, stating that the Bronx Community Board #4 is willing and able to act as a document repository for SB Gerard Avenue LLC’s anticipated Brownfield Cleanup Program at 580 Gerard Avenue, Bronx, New York.

Thank you for your time.

Rebecca Stevens  
Paralegal  
Knauf Shaw LLP

## Rebecca Stevens

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**From:** Rebecca Stevens  
**Sent:** Monday, August 31, 2020 10:00 AM  
**To:** pphilips@cb.nyc.gov  
**Subject:** BCP Application Repository Request-580 Gerard Avenue  
**Attachments:** Community Board Repository Letter.pdf

**Importance:** High

Hello,

I am a paralegal at Knauf Shaw LLP and we represent SB Gerard Avenue, LLC in its anticipated Brownfield Cleanup Program application for the above-referenced site at 580 Gerard Avenue in the City of New York, Bronx, New York. The Bronx Community Board 4 is currently the repository for this project. It is a requirement of the NYS Department of Environmental Conservation that we supply them with a letter certifying that the local Community Board is willing and able to serve as a public repository for all documents pertaining to the cleanup of this property. To avoid significant use of your shelf space, all documents will be sent in CD format.

I have sent multiple emails to the community board at the following email address; [bx04@cb.nyc.gov](mailto:bx04@cb.nyc.gov). Please answer this email as soon as possible as we are hoping to send the application to the DEC today. If you are unable to print, sign and scan the attached letter at this time (this is preferred), an email back from you, stating that the Bronx Community Board 4 is willing and able to act as a public repository for this BCP application would be sufficient.

I understand that due to the current global pandemic, the Community Board may be currently closed or working with restricted hours. However, we do not require the library to act as a repository immediately. The documents pertaining to the BCP application will not have to be available for public review until the application is submitted and then approved, a process which could take months. However, we do require the letter as soon as possible stating that the Community Board is willing to act as the repository in the future, in order to submit the application to the DEC.

Please feel free to call me with any questions at (585)857-5062.

Thank you for your time.

Sincerely,



Rebecca Stevens  
Paralegal  
1400 Crossroads building  
2 State Street  
Rochester, New York 14624  
Tell: (585) 546-8430 Ext: 110

## Rebecca Stevens

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**From:** Rebecca Stevens  
**Sent:** Monday, August 31, 2020 9:52 AM  
**To:** bx04@cb.nyc.gov  
**Subject:** BCP Application Repository Request  
**Attachments:** Community Board Repository Letter.pdf

Hello,

I am a paralegal at Knauf Shaw LLP and we represent SB Gerard Avenue, LLC in its anticipated Brownfield Cleanup Program application for the above-referenced site at 580 Gerard Avenue in the City of New York, Bronx, New York. The Bronx Community Board 4 is currently the repository for this project. It is a requirement of the NYS Department of Environmental Conservation that we supply them with a letter certifying that the local Community Board is willing and able to serve as a public repository for all documents pertaining to the cleanup of this property. To avoid significant use of your shelf space, all documents will be sent in CD format.

I require the District Manager of Bronx Community Board 4, Paul Philips, to sign and date the attached letter and to return the signed letter to me as an attachment to an email as soon as possible so we may continue our work on the application so it may be submitted to the DEC in a timely manner.

I understand that due to the current global pandemic, the Community Board may be currently closed or working with restricted hours. However, we do not require the library to act as a repository immediately. The documents pertaining to the BCP application will not have to be available for public review until the application is submitted and then approved, a process which could take months. However, we do require the letter as soon as possible stating that the Community Board is willing to act as the repository in the future, in order to submit the application to the DEC.

Please feel free to call me with any questions at (585)857-5062.

Thank you for your time.

Sincerely,



Rebecca Stevens  
Paralegal  
1400 Crossroads building  
2 State Street  
Rochester, New York 14624  
Tell: (585) 546-8430 Ext: 110

## Rebecca Stevens

---

**From:** Rebecca Stevens  
**Sent:** Thursday, April 30, 2020 1:18 PM  
**To:** gethelp@nypl.org  
**Subject:** Brownfield Cleanup Program/Repository Request for Macomb's Bridge Library, Bronx NY  
**Attachments:** Library Letter.pdf

Hello,

I am a paralegal at Knauf Shaw LLP and we represent SB Gerard Avenue, LLC in its anticipated Brownfield Cleanup Program application for the above-referenced site at 580 Gerard Avenue in the City of New York, Bronx, New York. The Macomb's Bridge Library is currently the repository for this project. It is a requirement of the NYS Department of Environmental Conservation that we supply them with a letter certifying that the local library is willing and able to serve as a public repository for all documents pertaining to the cleanup of this property. To avoid significant use of your shelf space, all documents will be sent in CD format.

I require the Managing Librarian of the Macomb's Bridge Library, Lucile Francois, to sign and date the attached letter and to return the signed letter to me as an attachment to an email as soon as possible so we may continue our work on the application so it may be submitted to the DEC in a timely manner.

I understand that due to the current global pandemic, the library is currently closed. However, we do not require the library to act as a repository immediately. The documents pertaining to the BCP application will not have to be available for public review until the application is submitted and then approved, a process which could take months. However, we do require the letter as soon as possible stating that the library is willing to act as the repository in the future in order to submit the application to the DEC.

Please feel free to call me with any questions at (585)857-5062.

Thank you for your time.

Sincerely,

Rebecca Stevens  
Paralegal  
Knauf Shaw LLP  
[rstevens@nyenvlaw.com](mailto:rstevens@nyenvlaw.com)  
1400 Crossroads building  
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(585) 546-8430

## Rebecca Stevens

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**From:** Rebecca Stevens  
**Sent:** Thursday, May 28, 2020 8:49 AM  
**To:** Benjamin Mickle  
**Subject:** RE: NYPL (Brownfield Cleanup)  
**Attachments:** Library Letter.pdf

Dear Mr. Mickle,

I am emailing to see if there has been an update on getting the letter signed for our Brownfield Cleanup Program Site, located at 580 Gerard Avenue, Bronx, New York. I have attached the letter to this email for your reference.

Do not hesitate to contact me with any questions.

Rebecca Stevens  
Paralegal  
Knauf Shaw LLP

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**From:** Benjamin Mickle <benjaminmickle@nypl.org>  
**Sent:** Tuesday, May 12, 2020 11:13 AM  
**To:** Rebecca Stevens <RStevens@nyenvlaw.com>  
**Subject:** Re: NYPL (Brownfield Cleanup)

Thank you Rebecca. In the bottom sentence (where NYPL is signing), please add "through May 31, 2022. Documents will be provided to the library via a digital download link." (which mirrors the language in the letter from 2019). If there is an issue and it has to be longer, then we can revisit, but NYPL can't have an indefinite obligation.

Thanks,  
Ben

On Tue, May 12, 2020 at 11:08 AM Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)> wrote:

Hi Mr. Mickle,

Please see the attached revised letter.

Please let me know if you have any more questions or concerns and thank you for your time.

Sincerely,

Rebecca

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**From:** Benjamin Mickle <[benjaminmickle@nypl.org](mailto:benjaminmickle@nypl.org)>  
**Sent:** Tuesday, May 12, 2020 10:58 AM  
**To:** Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)>  
**Subject:** Re: NYPL (Brownfield Cleanup)

Hi Rebecca,

I am not authorized to sign these documents, I believe the library manager, Lucile Francois, will sign this one. Also, can you revise the letter further so that it matches the attached letter your firm and NYPL negotiated last year? Mainly that the body of the letter and the sentence describing that NYPL will hold these for 2 years (we can say May 31, 2022).

Thank you,

Ben

On Wed, May 6, 2020 at 8:48 AM Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)> wrote:

Dear Mr. Mickle,

Thank you very much for getting back to me. Since you are the person handling this matter, I amended the letter so it is addressed to you and you are the signatory. If this needs to change, please let me know and I can amended the letter again. Regarding your comments;

- 1.I have amended the letter to state that the documents will be sent to the library via a digital download link. The amended letter is attached.
- 2.It is hard to give a specific end date, but I can tell you that it is required for the library to act as a repository for the entire length of the BCP project, which is typically about 2 years.

Please let me know if you have any more questions, or if there is anything else I can do for you.

Thank you.

Rebecca Stevens

Paralegal

Knauf Shaw LLP

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**From:** Linda Shaw <[lshaw@nyenvlaw.com](mailto:lshaw@nyenvlaw.com)>  
**Sent:** Tuesday, May 5, 2020 5:05 PM  
**To:** Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)>  
**Subject:** RE: NYPL (Brownfield Cleanup)

No problem re: the link. The length should be the length of the BCP project, which is typically about 2 years.



Linda R. Shaw

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Cell: (585) 414-3122

[lshaw@nyenvlaw.com](mailto:lshaw@nyenvlaw.com)

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**From:** Rebecca Stevens <[RStevens@nyenvlaw.com](mailto:RStevens@nyenvlaw.com)>  
**Sent:** Tuesday, May 5, 2020 4:49 PM

**To:** Linda Shaw <[lshaw@nyenvlaw.com](mailto:lshaw@nyenvlaw.com)>

**Subject:** Fwd: NYPL (Brownfield Cleanup)

Hey linda,

I recieved this from the bronx public library for 580 gerard. I will email him back in the morning.

Until what date should I say the documents will have to be available?

Thanks

Rebecca

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**From:** Benjamin Mickle <[benjaminmickle@nypl.org](mailto:benjaminmickle@nypl.org)>

**Sent:** Tuesday, May 5, 2020, 3:50 PM

**To:** Rebecca Stevens

**Subject:** NYPL (Brownfield Cleanup)

Hi Rebecca,

Your email regarding document storage at Macomb's Branch (for 580 Gerard) and the attached letter was forwarded to me. I am Assistant General Counsel at NYPL and will handle this matter on the legal end. It looks like your firm worked with another attorney (Kristina Findikyan) on this type of matter last June, so I hope that we will be able to sort this out quickly. My few comments are as follows:

1. NYPL does not hold physical documents on site (even on flash drive and even when the branches are open). Please amend the letter stating that the documents will be provided to the Library via a digital download link.



2. Please also provide an end/outside date (a date until which the documents will be available).

Please let me know if you have any questions or comments.

Best,

Ben

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**Benjamin C. Mickle**  
Assistant General Counsel

**The New York Public Library**  
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## Rebecca Stevens

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**From:** Rebecca Stevens  
**Sent:** Monday, August 31, 2020 9:49 AM  
**To:** lucilefrancois@nypl.org  
**Subject:** BCP Application-Library Letter regarding Repository Status  
**Attachments:** Library Letter.pdf

**Importance:** High

Hello,

I am a paralegal at Knauf Shaw LLP and we represent SB Gerard Avenue, LLC in its anticipated Brownfield Cleanup Program application for a site located at 580 Gerard Avenue, Bronx, New York 10451. The Macomb's Bridge Library is currently the repository for this project. It is a requirement of the NYS Department of Environmental Conservation that we supply them with a letter certifying that the local library is willing and able to serve as a public repository for all documents pertaining to the cleanup of this property. To avoid significant use of your shelf space, all documents can be sent in CD format or via a digital download link.

I require the Managing Librarian of the Macomb's Bridge Library, Pamela Lucile Francois, to sign and date the attached letter and to return the signed letter to me as an attachment to an email as soon as possible so we may continue our work on the application so it may be submitted to the DEC in a timely manner. This matter requires immediate attention as we hope to send this application to the DEC by the end of the day today.

I understand that due to the current global pandemic, the library is currently closed. However, we do not require the library to act as a repository immediately. The documents pertaining to the BCP application will not have to be available for public review until the application is submitted and then approved, a process which could take months. However, we do require the letter as soon as possible stating that the library is willing to act as the repository in the future in order to submit the application to the DEC.

Please feel free to call me with any questions at (585)857-5062.

Thank you for your time.

Sincerely,



Rebecca Stevens  
Paralegal  
1400 Crossroads building  
2 State Street  
Rochester, New York 14624  
Tell: (585) 546-8430 Ext: 110