

***Village of Elmsford
Board of Trustees
April 4, 2022***

**112th Organizational Meeting
7:00 PM**

- POSTING OF COLORS

- CALL TO ORDER

- PLEDGE OF ALLEGIANCE AND NATIONAL ANTHEM

- BLESSING Rev. Father Dr. Robert Norris – Pastor Our Lady of Mt. Carmel

- OATH OF OFFICE

Four Year Terms Effective April 4, 2022

- Trustee Joseph Coffey
- Trustee Nelson Lopez

- ROLL CALL

Trustee Sydney Henry	Administrator Mills	DPW Foreman Bellantoni
Trustee Joseph Coffey	Village Clerk LeFevre	Fire Chief Malone
Trustee Matthew Evans	Attorney Pozin	Village Engineer Capicotto
Trustee Nelson Lopez	Commissioner Foster	Bld Inspector Morabito
Mayor Robert Williams	Water Foreman Diaz	Treasurer Kovalevskaya
		IT Services Eannazzo

- RESOLUTION ACCEPTING ELECTION CERTIFICATIONS

Whereas the Westchester County Board of Elections conducted the Annual Village Election on March 15, 2022, and, whereas the County Board of Elections has certified the following results.

Office of Trustee, 4 Years Joseph Coffey

Office of Trustee, 4 Year Nelson Lopez

Now therefore be it resolved the Village Board of Trustee herein accepts the above-mentioned certifications.

- MAYORAL APPOINTMENTS

- Deputy Mayor, Trustee Sydney Henry Jr. (1 Year Term) (Oath of Office)
- Mayor's Advisory Committee (1 Year Term), Former Deputy Mayor William Zimkin, and Former Deputy Mayor Edward Rush.

- MAYORAL APPOINTMENTS WITH APPROVAL OF BOARD OF TRUSTEES

- Deputy Village Clerks (1 Year Term) Kerry Batchie and Michael C. Mills.
- Receiver of Taxes (1 Year Term) Fran LeFevre
- Deputy Receiver of Taxes (1 Year Term) Kerry Batchie.
- Registrar of Vital Statistics (1 Year Term), Fran LeFevre.
- Deputy Registrar of Vital Statistics (1 Year Term), Michael C. Mills.
- Acting Village Justice (1 Year Term), Alphonse M. Naclerio.
- Village Attorney (1 Year Term), Law Firm McCarthy Fingar LLP, per retainer agreement as amended.
- Village Fire Inspectors (1 Year Term), Antonio Capicotto and Frank Morabito.
- Village Plumbing Inspectors (1 Year Term), Antonio Capicotto and Frank Morabito.
- Bingo Inspector (1 Year Term), Fran LeFevre.
- Games of Chance Officer (1 Year Term), Michael C. Mills.
- Village Labor Counsel (1 Year Term), Law Firm of Thomas, Drohan, Waxman, Petigrow & Mayle, LLP Attorneys and Counselors at Law, per retainer agreement as amended.
- Village Special Council for Tax Matters (1 Year Term), Peter Carparelli Attorney at Law per retainer agreement.
- Village Prosecutor (1 Year Term), Daniel Pozin of Law Firm McCarthy Fingar LLP per retainer agreement.
- Village Consulting Engineers (1 Year Term), Dolph Rotfeld Engineering and Hudson Engineering.
- Village Police Surgeons (1 Year Term), Industrial Medicine Associates.

- CONT MAYORAL APPOINTMENTS WITH APPROVAL OF BOARD OF TRUSTEES

- Planning Commission, Carl Satori (3 Year Term)
- Zoning Board of Appeals, Anthony Rizzo, (5 Year Term)
- Zoning Board of Appeals, David Perilli, (3 Years of 5 Year Unexpired Term)
- Architectural Review Commission, Arlene McDonald (3 Year Term)
- Cable TV Advisor (1 Year Term), Michael C. Mills.
- Tree Committee (1 Year Term), Michael C. Mills, Brian Bellantoni, Antonio Capicotto.
- Beautification Committee (1 Year Term) Chairperson Larry Lee.
- Historical Committee (1 Year Term) Chairperson Debra Williams.
- Superintendent of Alarms (1 Year Term) Eugene J. Malone III and Frank Morabito.
- Village Sustainability Coordinator (1 Year Term) Joel Rodriguez.
- Social Media Committee (1 Year Term) Mayor Williams, Michael Eannazzo, Debra Williams.
- Traffic and Safety Committee, Co-Chairs James Carter and Larry Lee.

- MAYORAL BOARD LIAISON APPOINTMENTS

- IT/Communications, Trustee Nelson Lopez.
- Beautification, Trustee Joseph Coffey.
- Tree Committee, Trustee Nelson Lopez.
- Recreation, Trustee Matthew Evans.
- Traffic and Safety Committee, Trustee Sydney Henry.
- Intermunicipal Development, Mayor Robert Williams.
- Police Department, Mayor Robert Williams.
- Highway and Sanitation Departments, Trustee Matthew Evans.
- Fire Department, Trustee Sydney Henry.

- MAYORAL BOARD LIAISON APPOINTMENTS

- Water Department, Trustee Nelson Lopez.
- Municipal Buildings, Trustee Sydney Henry.
- Library, Trustee Joseph Coffey.
- Public Schools, Trustee Matthew Evans.
- Private Schools, Trustee Joseph Coffey.
- Village Officials Committee, Mayor Robert Williams, and Village Administrator.
- Village Business Community, Trustee Coffey and Trustee Lopez.
- Building/Engineering/Code Enforcement Departments, Trustee Joseph Coffey.
- Representative for County, State and Federal Government Disaster and Emergency Services, Village Mayor, Village Board of Trustees, Village Administrator, Village Fire Chief, and Village Commissioner of Police.
- Sustainable Westchester Representative, Trustee Matthew Evans.
- Village Emergency Medical Service, Trustee Sydney Henry.
- Village Constables, Trustee Lopez.
- Mayor Robert Williams ex-officio member of each separate Board, Commissions, Departments and Committees.

- ADVANCE APPROVAL OF CLAIMS RESOLUTION

- MILEAGE ALLOWANCE RESOLUTION

- ATTENDANCE SCHOOLS & CONFERENCES RESOLUTION

- DESIGNATION OF DEPOSITORIES RESOLUTION

- MEETING SCHEDULE RESOLUTION

- DESIGNATION OF OFFICIAL NEWSPAPER RESOLUTION

**- RESOLUTION DESIGNATING MAYOR AND BOARD OF TRUSTEES AS WATER,
REAL ESTATE, MULTIPLE FAMILIES, MUNICIPAL OFFICIALS' BOARDS AND
COMMISSIONS.**

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ADVANCE APPROVAL OF CLAIMS RESOLUTION

WHEREAS the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight, express charges, and other timely payments determined by the Village Administrator, and

WHEREAS all such claims shall be presented at the next regular meeting for audit, and

WHEREAS the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight, and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2. That this resolution shall take effect immediately.

MILEAGE ALLOWANCE RESOLUTION

WHEREAS the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Villlage:

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the prevailing IRS rate per mile.

Section 2. That this resolution shall take effect immediately.

ATTENDANCE AT SCHOOLS AND CONFERENCES **RESOLUTION**

WHEREAS there is to be held during the coming official year conferences and educational events to assist the expansion of knowledge to improve on the efficient operation of Village Services, and

WHEREAS the Board of Trustees determines that attendance by certain municipal officials and employees at such meetings, conferences, and schools, benefits the municipality:

NOW THEREFORE BE IT RESOLVED:

Section 1: That the following officers and employees are hereby authorized to attend the following:

NYCOM Winter Legislative Meeting, Mayor, Board, Administrator
NYCOM Annual Meeting, Mayor, Board, Administrator
NYCOM Legislative Meeting, Mayor, Board, Administrator
Westchester Municipal Officials Meetings and Events, Mayor, Board, Administrator,
other appropriate officials, and employees designated by the Mayor.

Section 2: During the course of the year other educational opportunities that are deemed appropriate other than those listed above will be reviewed and approved by the Board of Trustees along with alternate and/or additional attendees to the above listed.

Section 3: That this resolution shall take effect immediately.

DESIGNATION OF DEPOSITORIES RESOLUTION

WHEREAS the Board of Trustees has determined that Village Law 4-412(2) (3) requires the designation of banks or trust companies for the deposit of all village monies, designation of control, signatory, and establishment of certain accounts:

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees does hereby designate the following institutions as depositories of all moneys received by the Village Treasurer, Deputy Treasurer, Clerk, and Receiver of Taxes

- Chase Bank
- Sterling National Bank
- M&T Bank
- Union State Bank
- TD Bank
- Orange Bank & Trust
- PCSB Bank

Section 2. That all claims against the General Fund and Water Fund be drawn to the order of the Treasurer (or Deputy Treasurer) order countersigned by the Mayor and the Administrator, and to become a direct draft through the official depository when countersigned by the Treasurer (or Deputy Treasurer), with the exception of salary checks, which shall be signed by the Administrator alone, and in the event of the absence by the Mayor, the Deputy Mayor shall act in his stead.

Section 3. That the Trust and Agency Fund, Capital Project Account, General Fund Money Market Account, Water Fund Money Market Account and the UA-CATV Account shall be authorized by the Treasurer (or Deputy Treasurer) or Administrator alone.

Section 4. That this resolution shall take effect immediately and upon the satisfactory completion of all Banking requirements.

MEETING SCHEDULE RESOLUTION

WHEREAS the Board of Trustees has determined in accordance with NYS Open Meeting Law that it is advantageous to the operation of Village Government to provide for advance notice of public meetings of the Board of Trustees, and

WHEREAS it is beneficial to establish a yearly meeting schedule:

NOW THEREFORE BE IT RESOLVED:

- Section 1. Regular Meetings of the Board of Trustees will be conducted the first and third Monday of each month starting with the completion of any Board Work Session held the same day or 7:30 PM in the event no Board Work Session is scheduled. (Except as modified below).
- Section 2. Work Sessions of the Board of Trustees will be conducted the first and third Monday of each month starting 6:30 P.M. (except as modified below).
- Section 3. Remaining month of April 2022 shall be April 4, 2022, Annual Meeting 7:00 PM, April 11, 2022, Work Session 6:00 PM and Board Meeting 7:30 PM, April 18, 2021, Work Session 6:00 PM and Board Meeting 7:30 PM.
- Section 4. Meetings for the months of July 2022 and August 2022 TBD.
- Section 5. Holiday Scheduling Modifications

July 2022: July 4, 2022, No Work Session/Meeting.
September 2022: September 5, 2022, No Work Session/Meeting.
January 2023: January 2, 2023, January 16, 2023, No Work Session/ Meeting.
February 2023: February 20, 2023, No Work Session/Meeting.
- Section 6. Calling of Special Meetings and/or postponement, and/or cancellations of previously scheduled meetings of the Board of Trustees will be in accordance with NYS Open Meetings Law and NYS Public Officers Law.
- Section 7. All Board Meetings and Work Sessions shall be held at Village Hall 15 South Stone Street, Elmsford, NY unless noticed prior.
- Section 8. Meetings of the Architectural Review Committee and Planning Commission monthly as determined by the Chairpersons, Zoning Board of Appeals third Wednesday of each month, with necessary Special Meetings and schedule modifications to be determined by the respective committees, commissions, and boards.
- Section 9. That this resolution shall take effect immediately.

DESIGNATION OF OFFICIAL NEWSPAPER RESOLUTION

WHEREAS NYS Law requires the designation of an official newspaper for the purpose of publication of public notices, and

WHEREAS the Board of Trustees has determined the following designee meeting the requirements of “broad distribution” of NYS Law.

NOW THEREFORE BE IT RESOLVED:

Section 1. “The Journal News “is so designated as the Official Newspaper of the Village of Elmsford.

Section 2. Said Designation is for a term of one year.

Section 3. In the event “The Journal News” is not available for publication such other publication meeting the general requirements of NYS Law shall be used at the direction of the Administrator.

Section 4. That this resolution shall take effect immediately.