

*Village of Elmsford  
Board of Trustees  
April 3, 2023*

*113<sup>th</sup> Organizational Meeting*  
*7:00 PM*

The Meeting can be viewed and listened to:

Via Zoom: Meeting ID: 816 4061 5532, Passcode: 701629, or phone 1 646 876 9923 or 1 646 931 3860.

Via Facebook: <https://www.facebook.com/Villageofelmsford>

**- CALL TO ORDER**

**- PLEDGE OF ALLEGIANCE AND NATIONAL ANTHEM**

**- ROLL CALL**

Trustee Sydney Henry  
Trustee Joseph Coffey  
Trustee Matthew Evans  
Trustee Nelson Lopez  
Mayor Robert Williams

Administrator Mills  
Village Clerk Fiorenza  
Attorney Pozin  
Commissioner Foster  
Water Foreman Diaz

DPW Foreman Bellantoni  
Fire Chief Signor  
Village Engineer Capicotto  
Treasurer Kovalevskaya  
IT Coordinator Eannazzo  
EMS Coordinator Diaz

**- RESOLUTION ACCEPTING ELECTION CERTIFICATIONS**

Whereas the Westchester County Board of Elections conducted a Special Village Election on March 21, 2023, and, whereas the County Board of Elections has certified the following results.

Office of Village Justice  
Completion of Four-Year Term Ending April 7, 2025  
Jay S. Bielat

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

**- OATH OF OFFICE**

Completion of Four-Year Term Expiring April 7, 2025  
Village Justice – Jay S. Bielat

**- 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**

- Village Treasurer (2 Year Term) Anna Kovalevskaya
- Deputy Village Clerks (1 Year Term) Kerry Batchie and Michael C. Mills.
- Receiver of Taxes (1 Year Term) Antoinette Fiorenza.
- Deputy Receiver of Taxes (1 Year Term) Kerry Batchie.
- Registrar of Vital Statistics (1 Year Term), Antoinette Fiorenza.
- 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 Inspector (1 Year Term), Antonio Capicotto.
- Village Plumbing Inspector (1 Year Term), Antonio Capicotto.
- Bingo Inspector (1 Year Term), Antoinette Fiorenza.
- 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), AI Engineering Dolph Rotfeld Engineering Division and Hudson Engineering.
- Village Police Surgeons (1 Year Term), Industrial Medicine Associates.

**- CONT MAYORAL APPOINTMENTS WITH APPROVAL OF BOARD OF TRUSTEES**

- Planning Commission, Javid Dinn and David Perilli (3 Year Terms)
- Zoning Board of Appeals, Carl Satori, (5 Year Term)
- Architectural Review Commission, Anthony Rizzo, and John D'Angelo (3 Year Terms)
- 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.
- Stormwater Management Committee (1 Year Terms) Chairperson Larry Lee, Member Joel Rodiguez.
- Superintendent of Alarms (1 Year Term) Eugene J. Malone III.
- Village Sustainability Coordinator (1 Year Term) Joel Rodriguez.
- Social Media Committee (1Year 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.**

**- ADJOURN**

## **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.

Village of Elmsford  
Board of Trustees  
113<sup>th</sup> Organizational Meeting  
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## **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 Village:

**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 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, UA-CATV and Escrow Accounts 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 2023 shall be April 3, 2023, Annual Meeting 7:00 PM, April 10, 2023, Work Session 6:00 PM and Board Meeting 7:30 PM, April 17, 2023, Work Session 6:00 PM and Board Meeting 7:30 PM.

Section 4. Meetings for the months of July 2023 and August 2023 TBD.

Section 5. Holiday Scheduling Modifications

June 2023: June 19, 2023, No Work Session/Meeting.

July 2023: July 3, 2023, No Work Session/Meeting.

September 2023: September 4, 2023, No Work Session/Meeting.

January 2024: January 1, 2024, January 15, 2024, No Work Session/ Meeting.

February 2024: February 19, 2024, 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.

Work Sessions and Board Meetings can be viewed and listened to: Via Zoom: Meeting ID: 816 4061 5532, Passcode: 701629, or phone 1 646 876 9923 or 1 646 931 3860, and Via Facebook: <https://www.facebook.com/Villageofelmsford>.

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.