

**MINUTES OF ANNUAL MEETING AND REGULAR MEETING OF THE BOARD OF
TRUSTEES OF THE VILLAGE OF BRONXVILLE HELD ON APRIL 11, 2016 AT THE
VILLAGE HALL, 200 PONDFIELD ROAD, BRONXVILLE, N.Y.**

PRESENT:

Mary C. Marvin	Mayor
Robert S. Underhill	Deputy Mayor
Guy Longobardo	Trustee
Randolph Mayer	Trustee

ALSO PRESENT:

James Palmer	Village Administrator
James Staudt	Village Attorney

ABSENT:

Anne Poorman	Trustee
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(For Regular Meeting Only)

WORK SESSION & EXECUTIVE SESSION

At 5:30pm on a motion by Trustee Poorman, seconded by Trustee Mayer, the Village Board convened a Work Session. At 5:30pm, on a motion by Trustee Longobardo, seconded by Trustee Mayer, the Trustees entered into Executive Session for purposes of discussing potential litigation.

At 7:03pm, on a motion by Trustee Longobardo, seconded by Trustee Poorman the Village Board adjourned the Executive Session and re-entered the Work Session.

The Village Administrator updated the Village Board on the annual meeting agenda. The Village Board agreed to authorize the Administrator to have a feasibility study performed on a roundabout on Midland Avenue and Pondfield Road.

Mayor Marvin re-opened the regular meeting of the Board of Trustees at 8:03pm.

SWEARING IN OF JUSTICE AND TRUSTEES

Judge McKinnis swore in Justice George Mayer and Trustee Longobardo. Trustee Poorman was unable to attend. They each signed their Oaths of Office.

APPOINTMENTS AND ANNUAL ACTIONS

On motion of Mayor Marvin, seconded by Trustee Longobardo, the Board unanimously approved the following appointments:

2016 ANNUAL APPOINTMENTS

<u>Office</u>	<u>Length of Term</u>	<u>Term Expires</u>	<u>Name</u>
Deputy Mayor	1 year term	2017	(incumbent) Robert S. Underhill
Village Assessor	1 year term	2017	(incumbent) Gennaro (Gerry) Iagallo
Village Historian	1 year term	2017	(incumbent) Eloise L. Morgan
Village Prosecutor	1 year term	2017	(incumbent) Ronnie James Ritz

RESOLUTION REGARDING ANNUAL ACTIONS

Auditor to Board of Trustees	Village Administrator for a 1 year term - for the purpose of checking monthly abstracts of purchases as prepared by the Village Treasurer, Village Administrator/Clerk.
Auditor to the Justice Court	Village Treasurer
Village Auditor	O'Connor Davies LLP
Signatures	Section 1. Checks drawn on the bank accounts of the Village of Bronxville may be signed by any two of the following: Mayor, Deputy Mayor, Village Administrator or Treasurer Section 2. Checks drawn on the account of Justice Court of the Village of Bronxville, established for deposit of fines, fees and forfeited bail, shall be signed by a Village Justice. Section 3. Bank transfers and Federal wire transfers to be signed by any two of the following: Mayor, Deputy Mayor, Village Administrator or Treasurer.
Procurement Policy	For goods and services, which are not subject to competitive bidding or purchased under State or County contract, the following methods of purchase will be used to assure the prudent and economical use of Village funds: Estimated Annual Purchase Contract Amount: \$1,000 - \$2,999: Price Quote Requirement: 2 written/fax quotations \$3,000 - \$19,999: Price Quote Requirement: written/fax quotations or request for proposals (RFPs) \$20,000 and above: Price Quote Requirement: Subject to publicly advertised bid or request for proposals (RFPs). Must be circulated to at least three companies. Contract must be approved by Mayor and Board of Trustees. A contract or purchase order must be signed by the Village Administrator after BOT approval, prior to order being made. Estimated Annual Public Works Contract Amount : \$1,000 - \$4,999: Price Quote Requirement: 2 written/fax quotations \$5,000 - \$34,999: Price Quote Requirement: 3 written/fax quotations or request for proposals (RFPs) \$35,000 or more: Price Quote Requirement: Subject to publicly advertised bid or request for proposals (RFPs). Must be circulated to at least three companies. Contract must be approved by Mayor and Board of Trustees. A contract or purchase order must be signed by the Village Administrator after BOT approval, prior to order being made.
Bank Depositories	Authorize depositories for Village funds with J.P. Morgan Chase Bank, Sterling National Bank, HSBC and People's United Bank
Surety Bonds	That surety bonds be filed in the following amounts: • All employees \$200,000 per loss • Premiums to be paid by Village
Official Newspaper	Designate "The Journal News" as the official newspaper for the Village of Bronxville until such time as the Village Board of Trustees determines otherwise. Publication of legal notices will appear there as required.
Meeting Date	Resolve that the regular meeting date of the Board of Trustees will be held at 8:00 PM on the 2 nd Monday of each month, excluding the month of August when there will be no meeting.
Mileage Reimbursement	Beginning on Jan. 1, 2016, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be: 54 cents per mile for business miles driven

BOARDS AND COMMITTEES

To the **FINANCE COMMITTEE** - Mary Hoch, reappointed for a two year term to 2018; Edward Forst, reappointed for a two year term to 2018; and William Barton, reappointed for a two year term to 2018.

To the **DESIGN REVIEW COMMITTEE** – Larry Vranka, reappointed for two year terms to 2018; and Stephen Hawkey reappointed to a two year term to 2018.

To the **ZONING BOARD OF APPEALS** – John Browne, reappointed to a five year term to 2021.

To the **ETHICS BOARD** – William Slattery, reappointed for a two year term to 2018; William Primps reappointed for a two year term to 2018; and Marilynn Hill reappointed to a two year term to 2018.

To the **LIBRARY BOARD OF TRUSTEES** – Sarah Normand, reappointed for three year term to 2019; and Julia Murphy reappointed for a three year term to 2019.

To the **BOARD OF ASSESSMENT** – Lisa Connors, reappointed for a five year term to 2021.

MAYOR'S REPORT

Mayor Mary Marvin shared some details on what she has been working on. She also thanked everyone for taking the time out of their busy schedules to volunteer their time to Village business.

VILLAGE ADMINISTRATOR'S REPORT

Village Administrator, James Palmer, shared some details on what he has been working on. The Park Ave bricks will be delivered to the site at Wellington Circle. The light poles and fixtures will soon be installed in the business district, Meadow Ave, Pondfield Rd and Sagamore Rd. There are several projects ongoing in the Village and Mr. Palmer thanked everyone for their patience.

APPROVAL OF MINUTES

On motion of Deputy Mayor Underhill, seconded by Trustee Mayer, the Board approved the minutes of the:

- Executive/Work Session of March 14, 2016
- Regular Meeting of March 14, 2016
- Budget Work Session and Executive Session of March 28, 2016
- Budget Work Session and Executive Session March 31, 2016

PUBLIC HEARING

2016-2017 VILLAGE BUDGET

At 8:26pm, on motion of Trustee Mayer, seconded by Trustee Longobardo, the Board opened the public hearing for the 2015-2016 Village Budget.

Village Administrator James Palmer discussed the 2016/2017 Village Budget. The new Village tax rate will be 3.0601 with a levy increase of 3.9%.

There was no public comment.

At 8:30pm, on motion of Trustee Longobardo, seconded by Trustee Mayer, the Board closed the public hearing.

A. RESOLUTION - ADOPTING THE 2016/2017 BUDGET

On motion of Deputy Mayor Underhill, seconded by Trustee Longobardo, the following resolution was unanimously approved:

WHEREAS, the Board of Trustees has met at the times and place specified in the Notice of Public Hearing on the proposed budget, and heard all persons desiring to be heard thereon; and

WHEREAS, the budget was reviewed and amended at Budget Workshop Meetings held on Monday, March 28, 2016, and Thursday, March 31, 2016, and as hereinafter set forth, is hereby adopted and the salaries and wages stated within the budget are fixed at the amounts shown, effective June 1, 2016, unless otherwise amended by the Board of Trustees or the Village Administrator as provided under NYS Law; and

NOW, THEREFORE, BE IT RESOLVED, that the Tentative Budget, as amended by the attached changes, shall constitute the Adopted Budget for the Village of Bronxville for the fiscal year June 1, 2016 to May 31, 2017:

BE IT FURTHER RESOLVED that the Board of Trustees shall levy a property tax of \$9,348,836 (tax rate 3.0601 per \$1000 assessed valuation) on the applicable real property of the Village of Bronxville.

PUBLIC HEARING

PROPOSED LOCAL LAW 2-2016, TO AMEND THE TRAFFIC AND VEHICLE LAW CHAPTER 290, BY ADDING NEW DESIGNATED STOP INTERSECTIONS, UPDATING RULES GOVERNING VILLAGE-OPERATED PARKING AREAS, AND PROVIDING FOR THE USE OF A MOBILE PAYMENT SYSTEM

At 8:31pm, on motion of Trustee Longobardo, seconded by Deputy Mayor Underhill, the Board opened the public hearing for the Proposed Local Law 2-2016.

Village Administrator James Palmer gave a brief description of this proposed local law.

There was no public comment.

At 8:33pm, on motion of Trustee Mayer, seconded by Trustee Longobardo, the Board closed the public hearing.

B. RESOLUTION - ADOPTION OF LOCAL LAW # 2-2016, A LOCAL LAW TO AMEND THE TRAFFIC AND VEHICLE LAW OF THE VILLAGE OF BRONXVILLE, CHAPTER 290, BY ADDING NEW DESIGNATED STOP INTERSECTIONS, UPDATING RULES GOVERNING VILLAGE-OPERATED PARKING AREAS, AND PROVIDING FOR THE USE OF A MOBILE PAYMENT SYSTEM

On motion of Trustee Longobardo, seconded by Deputy Mayor Underhill, the following resolution was unanimously approved:

WHEREAS, the Board of Trustees (the "Board") of the Village of Bronxville (the "Village") requested Village Counsel to draft a local law revising the Traffic and Vehicle Law of the Village, Chapter 290, by adding two (2) new stop intersections; and

WHEREAS, having received proposed Local Law # 2 - 2016, the Board is prepared to approve such proposed law;

NOW, THEREFORE, BE IT RESOLVED; A public hearing on proposed Local Law 2-2016 was held at 8:00pm on Monday, April 11, 2016 at Village Hall located at 200 Pondfield Road, Bronxville, New York.:

NOW, THEREFORE, BE IT FUTHER RESOLVED; that the Board of Trustees adopts Local Law # 2-2016.

NEW BUSINESS

C. RESOLUTION - AUTHORIZING THE SALE OF SURPLUS EQUIPMENT

On motion of Trustee Mayer, seconded by Deputy Mayor Underhill, the following resolution was unanimously approved:

WHEREAS, certain Village vehicles and equipment have been recommended to be declared surplus, or they have exceeded their useful life and purpose; and

WHEREAS, the Village would benefit by selling these vehicles and equipment at public auction:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby declare the following vehicles and equipment as surplus Village property and authorizes the disposal of the following vehicles and equipment by public sale:

Year	Make/Model	Unit No.	VIN/Description	Assigned to
1995	Volvo 25 Yd Garbage Truck	S11	4V2DCFBEO SN706165	DPW
1998	Chevrolet 4 X 4 Pick Up w/ Plow	H16	1GCGK24R9WE181320	DPW
2000	Case 580L Backhoe	H58	JJGO305350	DPW

BE IT FURTHER RESOLVED that the disposal of these vehicles and equipment is authorized in compliance with the requirements of law, and the Village Administrator and all appropriate officials are authorized to take the actions necessary to dispose of these vehicles.

D. PROCLAIMING ARBOR DAY IN THE VILLAGE



Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Mary Marvin, Mayor of the Village of Bronxville, do hereby proclaim April 29, 2016 as



Arbor Day

In the Village of Bronxville, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 12th day of April
 Mayor Mary Marvin

E. RESOLUTION - AUTHORIZING THE USE OF THE SERVICES OF WALKER PARKING CONSULTANTS

On motion of Deputy Mayor Underhill, seconded by Trustee Mayer, the following resolution was unanimously approved:

WHEREAS, the Village has a complex parking system that would benefit from a parking assessment study to determine the existing and future parking demand and operational efficiency and effectiveness of its program; and

WHEREAS, the Village has utilized the services of Walker Parking in the past and is satisfied with their expertise in this area; and

WHEREAS, with the completion of the Kensington Garage anticipated for later this year it is a logical time to evaluate the Village's parking system(s);

NOW THEREFORE, BE IT RESOLVED: That the Village Board of Trustees authorize the Village Administrator to enter into an agreement with Walker Parking Consultants to complete a demand and operational study as defined in their proposal dated 3-14-16.

F. RESOLUTION - 2016-2017 TENNIS & PADDLE FEE SCHEDULE

On motion of Trustee Mayer, seconded by Trustee Longobardo, the following resolution was unanimously approved:

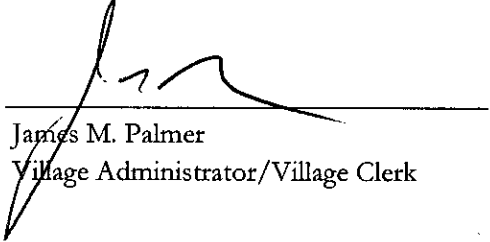
NOW, THEREFORE, BE IT RESOLVED, the 2016-17 fees for recreation permits and guest visits are hereby established pursuant to the attached schedule.

PUBLIC COMMENT

No public comment.

There being no further comments, the regular meeting was adjourned at 8:40pm by motion of Trustee Mayer, seconded by Trustee Longobardo.

Next Board of Trustee's Meeting is scheduled for May 9, 2016 at 8:00pm.



James M. Palmer
Village Administrator/Village Clerk