

**MINUTES OF ANNUAL MEETING OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF BRONXVILLE HELD APRIL 13, 2020
AT THE VILLAGE HALL, 200 PONDFIELD ROAD, BRONXVILLE, N.Y.**

PRESENT:	Mary C. Marvin	Mayor
	Robert S. Underhill	Deputy Mayor
	William H. Barton	Trustee
	Mark Wood	Trustee
	Helen Knapp	Trustee
ALSO PRESENT:	James Palmer	Village Administrator
	James Staudt	Village Attorney
	Lori Voss	Village Treasurer

The Village Board convened an online meeting at 4PM.

The public was advised online that they were also able to join the meeting. Mayor Marvin began the meeting by introducing Senator Shelly Mayer. Senator Mayer provided everyone an update on several matters including the adoption of the State Budget, COVID-19, processing of unemployment claims, property tax payments and upcoming elections.

Mayor Marvin thanked Senator Mayer for her update and for her efforts to obtain funding for the underpass work.

MAYOR’S REPORT

Mayor Marvin explained that she will be issuing an Executive Order to ban use of leaf blowers.

ADMINISTRATOR’S REPORT

Village Administrator, James Palmer, explained that Village Hall is open by appointment only. We do have staff answering calls and also staff working from home. Requests can also be submitted online. We have a COVID-19 page on our website.

PUBLIC HEARING

1. LOCAL LAW 1-2020 - TAX CAP OVERRIDE

On a motion by Deputy Mayor Underhill, seconded by Trustee Wood, the public hearing was opened.

The Village Board of Trustees discussed this Local Law.

There being no further comments, on a motion of Deputy Mayor Underhill, seconded by Trustee Barton, the public hearing was closed.

2. VILLAGE BUDGET

On a motion by Trustee Knapp, seconded by Trustee Barton, the public hearing on the annual budget was opened. The Village Administrator took the Village Board through some of the principal expense and revenue changes. Ms. Calao raised concerns about parking revenues. Ruth Walter suggested increasing borrowing.

The public hearing closed for oral comments but will remain open for written comments by the public through end of day on Monday, April 20.

NEW BUSINESS

A. RESOLUTION – ADOPTION OF TAX CAP OVERRIDE

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

BE IT ENACTED by the Board of Trustees of the Village of Bronxville as follows:

Section One. Legislative Intent. It is the intent of this local law to allow the Village of Bronxville to adopt a budget for the fiscal year commencing June 1, 2020, that requires a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law § 3-c.

Section Two. Authority. This local law is adopted pursuant to subdivision 5 of General Municipal Law § 3-c, which expressly authorizes a local government’s governing body to override the property tax cap for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body.

Section Three. Tax Levy Limit Override. The Board of Trustees of the Village of Bronxville, County of Westchester, is hereby authorized to adopt a budget for the fiscal year commencing June 1, 2020, that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law § 3-c.

Section Four. Severability. If any section, subsection, clause, phrase or other portion of this Local Law is, for any reason, declared invalid, in whole or in part, by any court, agency, commission, legislative body or other authority of competent jurisdiction, such portion shall be deemed a separate distinct and independent portion. Such declaration shall not affect the validity of the remaining portions hereof, which other portions shall continue in full force and effect.

Section Five. Effective Date. This local law shall take effect immediately upon filing with the Secretary of State.

B. RESOLUTION - TO SCHEDULE A PUBLIC HEARING FOR LOCAL LAW 2 -2020 TO AMEND THE VEHICLES AND TRAFFIC LAW OF THE VILLAGE OF BRONXVILLE, CHAPTER 290, BY AMENDING OFF STREET PARKING AREAS & PARKING PERMIT AREAS

On a motion by Mayor Marvin, seconded by Trustee Wood, 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 Amending Off -Street Parking Areas & Parking Permit Areas; and

WHEREAS, having received proposed Local Law # 2-2020, the Board is prepared to hold a public hearing on such proposed law,

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. A public hearing on proposed Local Law # 2-2020 will be held on the 11^h day of May 2020 at 8:00p.m. at Village Hall located at 200 Pondfield Road, Bronxville, NY.
2. The Village Board directs that all requisite notices be published in accordance applicable laws and regulations.

C. RESOLUTION – ANNUAL ACTIONS

On a motion by Mayor Marvin, seconded by Trustee Barton, the following resolution was unanimously approved:

Mayor Marvin mentioned that annual appointments are being postponed due to Covid-19 and the Village Board’s inability to meet in person and have the public attend.

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 Lori Voss, 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: 3 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 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/Order of Business Resolve that the regular meeting date of the Board of Trustees will be held at 8:00 PM on the 2nd Monday of each month, excluding the month of August when there will be no meeting.

Mileage Reimbursement Beginning on Jan. 1, 2020, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be: 57.5 cents per mile for business miles driven

D. RESOLUTION – AUTHORIZING VILLAGE ADMINISTRATOR TO EXECUTE AN AGREEMENT TO IMPLEMENT ONLINE TAX PAYMENTS SUBJECT TO REVIEW BY VILLAGE ATTORNEY – MARK, HELEN

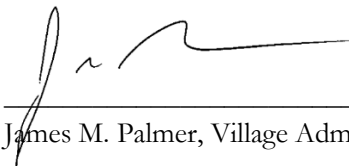
There were no public comments.

On a motion by Trustee Wood, seconded by Trustee Knapp, a resolution authorizing the Village Administrator to purchase and implement an online software program to collect taxes subject to a review of any agreement with the Village Attorney.

There being no further comments, the meeting was adjourned at 5:05pm on motion by Trustee Knapp, seconded by Deputy Mayor Underhill.

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The next Village Board of Trustees Meeting is scheduled for May 11, 2020.


James M. Palmer, Village Administrator