

**MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF BRONXVILLE HELD VIA ZOOM DECEMBER 14, 2021 AT 6:00PM**

PRESENT:	Mary C. Marvin	Mayor
	William Fredericks	Trustee
	Helen Knapp	Trustee
	Mary Taylor Behrens	Trustee
ALSO PRESENT:	James Palmer	Village Administrator
	Stephen Shallo	Ass't to Village Administrator
EXCUSED:	Robert S. Underhill	Deputy Mayor

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The public was advised through the Village website, agenda and email alerts that the Board of Trustees Meeting was re-scheduled from December 13, 2021 to a virtual meeting on December 14, 2021 and that they were also able to join the meeting via ZOOM.

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WORK SESSION

At 6:00pm, on a motion by Trustee Fredericks, seconded by Trustee Knapp the Village Board convened the Work Session. Mayor Marvin introduced Andrew Langhoff, resident and advocate for safe streets. Andrew expressed support of the recent FHI study and their recommendations and the need for a walkable corridor from the east side of the Village to the Bronxville School, especially the construction of a crosswalk on Route 22 near Dusenberry. Trustee Fredericks suggested that we reach out to NYS DOT to pursue the crosswalk. The Village Administrator will also reach out to the County concerning submitting comments on the FHI draft report.

The Village Administrator took the Village Board through the agenda including the purpose of the County Hazard Mitigation Plan. The Mayor suggested a January work session to discuss this further. The Auditor needed to reschedule his presentation.

Mayor Marvin re-opened the Regular Meeting at 7:05pm on a motion by Trustee Fredericks, seconded by Trustee Behrens.

MAYOR’S REPORT

Mayor Marvin gave a brief update on what she has been working on. The Fire Board Election is happening now, with only about two hours left so if you haven’t voted please come out and vote. Iona College has officially closed on the former Concordia College property which consists of 28 acres in the Village. With a 20 million dollar generous gift from New York Presbyterian, it will become Iona School of Health Services. Enrollment at the new campus should begin January 2023. The Girls Cross Country Team was honored as State champions during a recent parade, thanks to the Bronxville Chamber of Commerce and our very own DPW department.

Our gas leaf blower ban goes into effect tomorrow, December 15 until March 15. Remember to shop local in the next 11 days. Our local merchants need your business more than ever.

Trustee Knapp stated that the Food Scrap Program is now in operation. She thanked the Green Committee for moving the program forward. She encouraged residents to take advantage of this new recycling opportunity.

Trustee Fredericks mentioned the safe streets initiative and that the Village is working with the County to define a more walkable route to the Bronxville School from the Village’s east side.

Trustee Behrens reminded residents to sign up for the Village’s email subscriber system so that they could receive the monthly e newsletter.

ADMINISTRATOR’S REPORT

Village Administrator, James Palmer, gave a brief update on what he has been working on. The Village is offering free parking in certain lots in the Village this Saturday, December 18 after 12 noon. Mr. Palmer also reminded all residents that they are responsible for keeping sidewalks clear of snow and ice.

Mayor Marvin introduced Ruth Walter, County Legislator District 15. Legislator Walter thanked all who voted for her but was disappointed that she lost re-election. Ms. Walter spoke about a few of her accomplishments while in office. Trustee Behrens, Trustee Fredericks and Trustee Knapp thanked Ms. Walter for all her hard work in the district.

APPROVAL OF MINUTES

On motion of Trustee Knapp, seconded by Trustee Fredericks, the Board unanimously approved the minutes of the following meetings:

- 1. November 8, 2021 – Work Session
- 2. November 8, 2021 – Regular Meeting
- 3. November 23, 2021 – Executive Session

NEW BUSINESS

G. RESOLUTION – Appointing Three New Police Officers

Trustee Behrens explained this resolution first. She had the pleasure to be a part of the interview process with regard to the final step in hiring the following three police officers. Trustee Knapp read this resolution and it was adopted as follows:

On motion of Trustee Behrens, seconded by Trustee Fredericks, the following resolution was unanimously approved:

WHEREAS, the Village of Bronxville budgeted for two new police officers at June 1, 2021, and

WHEREAS, there was an additional vacancy created in July 2021 due the resignation of an officer and there will be an additional vacancy due to the resignation of another police officer effective January 17, 2022,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes hiring Justin Sokol, Ahmed Danso-Faried, and Joseph Amoruso, effective December 15, 2021 as second year officers at a base salary of \$63,466 each and subject to a 52-week probationary period each.

A. RESOLUTION – Adopting 2022 County Hazard Mitigation Plan

On motion of Mayor Marvin, seconded by Trustee Knapp, the following resolution was unanimously approved:

WHEREAS, all jurisdictions within Westchester County have exposure to natural hazards that increase the risk to life, property, environment, and the County and local economy; and

WHEREAS; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS; a coalition of Westchester County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Westchester County; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby:

- 1) Adopts in its entirety, the 2022 Westchester County Hazard Mitigation Plan (the “Plan”) as the jurisdiction’s Natural Hazard Mitigation Plan, and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.

- 4) Will continue its support of the Mitigation Planning Committee as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.
- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.

B. RESOLUTION – Approving 2022 Village Election Polling Locations

On a motion by Trustee Behrens, seconded by Trustee Fredericks, the following resolution was unanimously approved:

BE IT RESOLVED the hours for Village Election Day, Tuesday, March 15, 2022 be set from 6:00am to 9:00pm, and that the polling places shall be as follows:

- Village Hall - Districts 16 & 17 - 200 Pondfield Rd
- Fire House - Districts 18, 19 & 21 - Corner of Midland Ave and Palumbo Place
- Christ Church - District 20 & 22 - 18 Kensington Road

BE IT RESOLVED that March 4, 2022 is the LAST day a voter may register with Board of Elections to vote in a Village election.

C. RESOLUTION – Authorizing New Five Year TraCS Use and Dissemination Agreement

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

WHEREAS; New York State Police (NYSP), working with the New York State Department of Motor Vehicles (DMV), the Governor’s Traffic Safety Committee (GTSC), the Office of Court Administration (OCA) and other state and federal agencies, has developed a system for the electronic capture of ticket and accident report data in a police vehicle environment and the electronic transfer of that data from law enforcement agencies to DMV and courts. The system is called TraCS (Traffic and Criminal Software). Ticket and accident report forms have been developed and other law enforcement forms are planned for the future. DMV and the courts have approved these forms for official use. Data standards for ticket and accident report data have been agreed to between agencies for the electronic transfer of data. NYSP has developed an infrastructure and a limited capacity for local support.

It is the intention of NYSP to provide the TraCS software to any police agency in New York free of charge, based on NYSP support staff availability and the Lead Agency’s ability to self-support.

NOW THEREFORE, in consideration of the terms and conditions herein contained, the parties agree as follows:

1. NYSP agrees to provide the current version of TraCS software (includes ticket, accident report and associated forms) to the Lead Agency at no cost to the Lead Agency.
2. This Agreement will become effective upon proper execution and will remain in effect for a period of five (5) years, unless sooner terminated in accordance with the provisions of this Agreement.
3. This Agreement constitutes the entire Agreement between the parties hereto with respect to the subject matter hereof and shall supersede all previous negotiations, comments and writings. It shall not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each of the parties.
4. Each agency agrees:
Maintenance
 To maintain all parts of the TraCS System under their control. The portion of the system “under agency control” includes:
 - The hardware and operating system associated with the in-vehicle equipment
 - The hardware and operating system associated with the in-station TraCS computer.
 - Backup & restoration of all system and production ticket and/or accident report data.

“Maintenance” generally means support, upkeep, repair and periodic duplication or “back-up” of records in order to safeguard the data. The Lead Agency will take reasonable measures to prevent or correct system trouble with any portion of the system “under their control”. If the Lead Agency

determines any system trouble to be under NYSP control, it will notify and work with the proper NYSP representative.

5. The Participating Agency agrees:
 1. This agreement is only for the use of TraCS by the Participating Agency. TraCS software will not be distributed beyond the Participating Agency without written approval from NYSP.
 2. To abide by the provisions of the TraCS Users Agreement included in Appendix A.
 3. To not alter the form(s) and TraCS database in any way without express written approval from NYSP and DMV.
 4. To not introduce custom system enhancements during the Participating Agency implementation.
 5. To contact the Lead Agency for all assistance with the implementation and use of the TraCS software.
 6. To support reports, queries, ticket logs and any other analysis of the ticket data.
 7. To coordinate the use of TraCS with local courts. However, the State Police will coordinate the assistance and response of OCA (Office of Court Administration) and DMV personnel to attend these meetings.
 8. The TraCS system will be used for data entry and the electronic transfer of ticket data to and/or from DMV and the courts and the printing of ticket forms where courts are not yet online to receive electronic data.
 9. Whereas a court is not yet able to accept electronic ticket data, to be responsible for printing and forwarding ticket copies to the appropriate court unless arrangements are made with individual agencies to print their own tickets and forward them to courts not yet ready to receive electronic data.
 10. To supply equipment for use with the TraCS system, with the exception of any NYSP participation in the area. NYSP agrees that all NYSP equipment will be purchased, installed and supported by NYSP unless equipment is purchased by an entity for use by all agencies within a county or region.
 11. To manage, support and ensure security is properly implemented within TraCS.
6. NYSP agrees:
 1. To review, prioritize and schedule change requests for inclusion in future software releases. Change requests for “bug” fixes, system enhancements, form enhancements and routine change requests such as court address changes shall be directed to NYSP. Any enhancement that requires funding will be the responsibility of the Lead Agency to obtain the necessary financing and if the enhancement benefits multiple agencies, then the State Police will attempt to also obtain funding. No matter where funding comes from, NYSP and /or its contractors will make all changes to TraCS. Once TraCS begins statewide rollout, a TraCS steering committee shall be formed to prioritize TraCS enhancements, functionality requests, issues, etc.
 2. Whereas each agency will have the opportunity to participate in the electronic transfer of data, via the NYSPIN infrastructure, to a gateway server in Albany (NYSP). This data will then be transferred to DOT, DMV, OCA, etc. for processing.
7. Both parties agree:
 1. To develop a process for forms development by New York State agencies.
 2. Representatives on the TraCS steering committee shall only be from agencies that have signed this agreement.
 3. NYSP is the sole contractor and sole contact agency with Technology Enterprise Group, approved vendor of the TraCS system.
 4. NYSP is the sole contractor with the Center for Transportation Research and Education at Iowa State University, approved vendor of the CTRE Location Tool used in the TraCS system.
 5. The term of this Agreement shall commence upon execution thereof and continue for a period of five (5) years thereafter.
 6. The Lead Agency and/or the Participating Agency may terminate this Agreement at any time by giving the NYSP reasonable advance notice.

D. RESOLUTION – Authorizing Capital Project for Security Camera Software & Hardware Upgrades

On a motion by Trustee Knapp, seconded by Trustee Behrens, the following resolution was unanimously approved:

WHEREAS, the Village of Bronxville relies upon security cameras at Village Hall, the DPW Building and the Bronxville Public Library, and

WHEREAS, to continue operating this equipment, upgrades are required by year end, and

WHEREAS, the vendor we are using for this service, A+ Technology & Security Solutions, Inc. is operating under NYS Contract PT68745, and

WHEREAS, the cost for this upgrade is as follows:

Bronxville Public Library	Quote ES29070	\$10,148.43
DPW Building	Quote ES28986	7,080.85
Village Hall	Quote ES29079	3,114.63
Total Cost		\$20,343.91

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes \$20,343.91 for the purchase and installation of the security camera hardware and software upgrades, and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Village Administrator to transfer \$10,195.48 from the General Fund unassigned fund balance to the Capital Fund to fund the DPW and Village Hall security camera upgrades, and

BE IT FURTHER RESOLVED that the Library Fund will transfer \$10,148.43 to the Capital Fund to pay for the Bronxville Public Library security camera upgrades, pursuant to a Library board resolution passed in December, 2021.

E. RESOLUTION – Authorizing Administrator to Execute Release Regarding P.A.M. Transport Settlement

On a motion by Trustee Knapp, seconded by Trustee Fredericks, the following resolution was unanimously approved:

WHEREAS, on or about February 26, 2019 a driver employed by and acting on behalf of P.A.M. Transport drove through the intersection of Pondfield at Gramatan striking and disabling multiple Village owned traffic signals and related equipment; and

WHEREAS, the cost to restore the intersection to working order including the replacement of signalization and related equipment exceeds \$300,000; and

WHEREAS, the Village initiated litigation against P.A.M. Transport following their refusal to pay for the costs associated with the restoration of the intersection; and

WHEREAS, P.A.M. Transport and the Village have subsequently come to a settlement in this matter;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the Village Board of Trustees authorize the Village Administrator to execute a release of all claims on behalf of the Village for the sole consideration of \$150,000 as provided for in the Release attached to this resolution.

F. RESOLUTION – Scheduling Public Hearing for Proposed Local Law 1-2022, Amendments to Chapter 61 of the Village Code – Assistant Village Administrator’s Duties

On a motion by Trustee Behrens, seconded by Trustee Knapp, the Village Board of Trustees approved

WHEREAS, the Board of Trustees (the “Board”) of the Village of Bronxville (the “Village”) asked the Village Administrator to draft a local law to amend Chapter 61 of the Village Code – Village Administrator, Regarding Assistant Village Administrator Duties in Absence of Village Administrator; and

WHEREAS, having received proposed Local Law # 1-2022, 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 # 1-2022 will be held on the 10th day of January 2022 at 7:00p.m. at Village Hall located at 200 Pondfield Road, Bronxville, NY unless otherwise noticed.
2. The Village Board directs that all requisite notices be published in accordance applicable laws and regulations.

ADDED AGENDA ITEM

RESOLUTION - Resolution Authorizing Purchase of Two Portable PD Radios

On a motion by Trustee Knapp, seconded by Trustee Fredericks, the following resolution was unanimously approved:

WHEREAS, on June 8, 2020, the Board of Trustees authorized the execution of an agreement to use the MTA Metropolitan Regional Radio System, and

WHEREAS, on October 13, 2020, the Board of Trustees authorized the purchase of multiband portable radios from CellGain Wireless, and

WHEREAS, the Village has hired two additional police officers and therefore requires two additional portable radios, and

WHEREAS, the cost for this equipment is \$10,165,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes the purchase of this equipment from Cell Gain Wireless, and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes funding for this project from the transfer of \$10,165 from Village of Bronxville general fund unassigned fund balance to the capital fund.

H. RESOLUTION – Trustees Meeting Calendar for 2022

On a motion by Trustee Behrens, seconded by Trustee Fredericks, the following resolution was unanimously approved:

2022 Board of Trustees meeting calendar will be as follows:

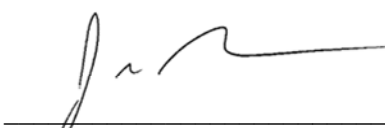
Monday, January 10, 2022
Monday, February 7, 2022
Monday, March 14, 2022
Monday, April 11, 2022
Monday, May 9, 2022
Monday, June 13, 2022
Monday July 11, 2022
Monday, September 12, 2022
Tuesday, October 11, 2022
Monday, November 14, 2022
Monday, December 12, 2022

PUBLIC COMMENTS

No public comments

There being no further comments, Mayor Marvin closed the Board of Trustees meeting at 8:00pm on a motion by Trustee Knapp, seconded by Trustee Behrens.

The next Village Board of Trustees meeting is scheduled for Monday, January 10, at 7:00pm.



James M. Palmer, Village Administrator