

**MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF BRONXVILLE HELD VIA ZOOM JANUARY 10, 2022 AT 6:00PM**

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

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The public was advised through the Village website, agenda and email alerts that today’s Board of Trustees Meeting was being held virtually via ZOOM.

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WORK SESSION

At 6:00pm, on a motion by Trustee Behrens, seconded by Deputy Mayor Underhill the Village Board convened the Work Session.

The Village Administrator opened the Work Session and took the Village Board through the agenda. The Village Board began by discussing the implementation of an online tax payment program for the start of the 22-23 tax collection period commencing June 1. The Village Administrator and Treasurer explained the system that was selected, the methods by which property owners would be able to pay their taxes and the fees and security systems associated with the new online portal. Property owners would be able to continue to pay their taxes in person at Village Hall.

The Village Administrator introduced Alan Kassay, partner at O’Connor, Davies, LLP. Mr. Kassay took the Village Board through the audit that was performed in connection with the Village’s financial statements for the year ending May 31, 2021. The Village ended the year in a very strong financial position consistent with past years and it continues to maintain a Aaa bond rating.

At 7:00pm, Mayor Marvin closed the Work Session and re-opened the Regular Meeting on a motion by Trustee Knapp, seconded by Deputy Mayor Underhill.

Mayor Marvin introduced County Legislator James Nolan, who has joined the meeting via ZOOM. Mr. Nolan is a lifelong resident of Yonkers and looks forward to serving residents of District 15.

MAYOR’S REPORT

Mayor Marvin gave a brief update on what she has been working on. Mayor Marvin shared some wonderful news that the Picture House has taken over the operation of the movie theatre in the Village. Iona College has officially closed on the former Concordia College campus and has formed a partnership with NYP-Lawrence Hospital. Classes are set to start in January 2023. Mayor Marvin, Trustee Behrens and Trustee Fredericks and James Palmer had the pleasure of meeting with Congressman Jamaal Bowman. Congressman Bowman was taken on a walking tour of Bronxville and shown some of the areas prone to flooding.

ADMINISTRATOR’S REPORT

Village Administrator, James Palmer, gave a brief update on what he has been working on. Reminded all that Village offices will be closed on Monday, January 17 in observance of Martin Luther King Day. Mr. Palmer also reminded all that the next Board of Trustees meeting for February has been rescheduled to February 7, 2022. A Work Session will be held on Saturday, January 22 at 9am at Village Hall to discuss and review some ongoing projects.

Trustee Knapp stated that the Climate Smart Community Task Force is hoping to apply for Bronze Certification by the July 2022 deadline. Two public meetings need to be held as part of that deadline, with the first being February 3, 2022 at 7pm via ZOOM.

Trustee Behrens continues to encourage residents to sign up through the website to receive the monthly One Square Mile newsletter. Trustee Behrens and Trustee Fredericks have been assigned to lead the Safe Streets Initiative

to improve the Village’s walkability. Trustee Behrens gave a brief update on what they have been working on including crosswalks and sidewalks. Trustee Fredericks also gave a brief update on the Safe Streets Initiative.

APPROVAL OF MINUTES

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

- 1. December 14, 2021 – Work Session
- 2. December 14, 2021 – Regular Meeting

PUBLIC HEARING

1. Local Law 1-2022 – To Amend Chapter 61 of the Village Code – Assistant Village Administrator’s Duties in Absence of Village Administrator

At 6:49pm, Mayor Marvin opened the public hearing on a motion by Trustee Knapp, seconded by Trustee Fredericks for on Proposed Local Law 1-2022.

Mr. Palmer gave a brief description of this local law.

No Trustee comments.

No public comments.

There being no further comments, the public hearing was closed at 6:53pm on a motion by Trustee Behrens, seconded by Deputy Mayor Underhill.

NEW BUSINESS

A. RESOLUTION – Adopting Local Law 1 – 2022, A Local Law to Amend Chapter 61, Village Administrator, Regarding Assistant Village Administrator’s Duties in Absence of Village Administrator

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

Be it enacted by the Board of Trustees of the Village of Bronxville as follows:

Section 1: Section 61-1 of Chapter 61 of the Code of the Village of Bronxville is hereby revised in its entirety to read as follows:

§ 61-1 General.

A. Office created; Village Clerk designated Administrator; Term. In order to provide the most economical and efficient over all direction, coordination and control of the day-to-day activities and operations of the Village of Bronxville, to minimize the administrative details now handled by the Board of Trustees, to provide centralized direction and control of village employees and to formalize the staff and advisory functions necessary to the foregoing, the office of Village Administrator is hereby established. Unless otherwise provided by resolution of the Board of Trustees, the Village Clerk shall be the Village Administrator and shall serve at the pleasure of such Board.

B. Supervision.

The Village Administrator shall report to and be under the supervision of the Mayor and Board of Trustees. During the absence or disability of the Village Administrator, the Assistant Village Administrator shall assume the responsibilities of and act for and on behalf of the Village Administrator. If this position is not filled, or the Assistant Village Administrator is also not available due to absence or disability, the Mayor and Board of Trustees may designate any properly qualified person to perform his/her duties.

Section 2: 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 3: This Local Law shall take effect immediately upon filing with the Secretary of State.

B. RESOLUTION – Authorizing Online Tax Payments

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

WHEREAS, accepting online tax payments offers Bronxville residents convenience and flexibility in paying taxes in a timely fashion, and

WHEREAS, accepting online tax payments greatly improves the Village’s operational response when emergency management procedures are in place, and

WHEREAS, the Village is desirous of implementing online tax payments in the most secure manner available,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes JP Morgan Chase/Paymentus to provide the Village with online tax payments from June 1, 2022 to March 6, 2023, and

BE IT FURTHER RESOLVED that the Board of Trustees hereby authorizes the Village of Bronxville to accept credit cards, debit cards, e-checks, and the digital wallets Paypal, Paypal Credit, Applepay, Googlepay, and Venmo.

C. RESOLUTION – Appointing Budget Officer for 2022-23 Budget Season

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

WHEREAS, pursuant to Village Law, the Village of Bronxville is required to prepare an annual operating budget for the purposes of detailing the annual financial plan of the Village; and

WHEREAS, also pursuant to Village Law, the Budget Officer is responsible for preparing the budget document and to work closely with the chief fiscal officer and department heads to develop a realistic tentative budget and to present it to the Village Board of Trustees; and

WHEREAS, consistent with Village Law, Chapter 61 of the Code of the Village of Bronxville authorizes the Mayor and Village Board of Trustees to designate the Village Administrator as Budget Officer;

NOW THEREFORE, BE IT RESOLVED:

That the Mayor and Village Board of Trustees hereby designate the Village Administrator as Budget Officer for the 2022-23 fiscal year responsible for preparing the operating budget of the Village of Bronxville in accordance with Village Law.

NON-AGENDA ITEM

D. RESOLUTION – Authorizing Solicitation of Plans to Complete Design Work for Proposed Crosswalk Across Route 22 at its Intersection with Elm Rock Road

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

WHEREAS, the Board of Trustees has previously discussed certain proposals for the creation of a “Safe Streets” pedestrian corridor (the “East Side Pedestrian Corridor”), which would connect the portion of the Village that lies east of Rt. 22 and north of Pondfield Road (the “East Side”) to the Bronxville Public School and the Village’s business district; and

WHEREAS, the creation of safe pedestrian corridors for schoolchildren to safely walk to School from all corners of the Village is an important priority for the Village; and

WHEREAS, it also appears to the Village that creation of a safe pedestrian crossing of Rt. 22 roughly midway between the existing traffic lights at (a) Rt. 22 and Pondfield Road and (b) Rt. 22 and North Road – which are roughly one half mile apart – would also facilitate the safe flow of pedestrians between the western side of Rt. 22 and the walking and recreational facilities in and around the Bronxville-Tuckahoe-Eastchester Nature Preserve, thus providing a significant benefit to residents who live on both sides of Route 22, and

making the entire East Side more readily accessible to recreational walkers from the “West Side”, and the entire “West Side” more readily accessible to recreational walkers from the “East Side;” and

WHEREAS, following extensive input from local residents as well as numerous telephonic and on-site meetings among representatives of the Village, Westchester County, County Legislator Ruth Walter, and the NY Department of Transportation (NYDOT), as well as local residents, there appears to be a strong consensus that installation of a modern pedestrian crosswalk across Route 22 at the intersection of Route 22 and Elm Rock Road is a highly desirable and appropriate place to install a crosswalk that would become a key point along the contemplated East Side Pedestrian Corridor, inasmuch as, inter alia, this location:

- a) is roughly mid-way between the existing traffic lights at the intersections of Rt. 22 and Pondfield Road and Rt. 22 and North Road, respectively;
- b) based on evidence collected by the Village and submitted to the NYDOT in 2021, meets all relevant New York State guidelines for the installation of a modern pedestrian crossing, except for the absence of a sidewalk running on the eastern side of Rt. 22 on the eastern side of the proposed crosswalk; and
- c) was found to be an appropriate and desirable location for installation of a modern pedestrian crossing by a report prepared by the FHI consulting firm in late 2021 (the “FHI Report”);
- d) and

WHEREAS, at present it appears that no funds appear to be immediately available at the County, State or Federal level to help defray the costs of funding of either (a) required additional design and engineering plans for the Rt. 22 Crosswalk or (b) the actual construction of the Rt. 22 Crosswalk (and related improvements), but that having the Village of Bronxville move ahead with obtaining formal engineering designs and construction cost estimates and/or bids would be desirable in order to continue to facilitate progress on this project, subject to final review and funding determinations;

IT IS THEREFORE RESOLVED by the Board of Trustees of the Village of Bronxville that the Village Administrator be and hereby is authorized and instructed to

- 1. confirm whether and to what extent Westchester County funds are able to help defray the costs of obtaining required remaining design and engineering plans;
- 2. obtain bids, for review and approval by the Board of Trustees, for the preparation of design and engineering plans from qualified engineers and or planners to prepare formal plans and designs, consistent with the FHI Report for the construction of a crosswalk across Route 22 inclusive of a sidewalk along the east side between Dusenberry Road and Paddington Circle as required by NYSDOT and submit a qualified engineer’s estimate for total project costs;
- 3. to take such other steps as the Village Administrator may deem reasonable and appropriate to identify potential present or future County, State or Federal sources of funding for this project.

PUBLIC COMMENTS

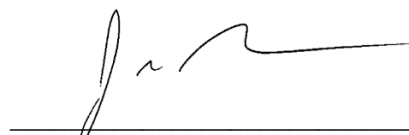
Chip Spear, Bronxville resident and member of Bronxville Safe Streets, congratulated the Village and Trustees for putting together all the work for this initiative. Andrew Langhoff echoed Chip Spear’s comments.

Ruth Walter made a few comments also regarding the safe streets initiative.

Trustee Fredericks looks forward to working with all those involved with the Safe Streets Initiative.

There being no further comments, Mayor Marvin adjourned the Board of Trustees meeting at 7:21pm on a motion by Trustee Knapp, seconded by Deputy Mayor Underhill.

The next Village Board of Trustees meeting is scheduled for Monday, February 7, at 6:00pm.



James M. Palmer, Village Administrator