MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF BRONXVILLE HELD SEPTEMBER 9, 2024 AT 8:00PM AT VILLAGE HALL, 200 PONDFIELD ROAD, BRONXVILLE, N.Y.

PRESENT:	Mary C. Marvin	Mayor
	Robert S. Underhill	Deputy Mayor
	Helen Knapp	Trustee
	William Fredericks	Trustee
	Mary Taylor Behrens	Trustee
ALSO PRESENT:	Kevin Staudt	Village Attorney
	James Palmer	Village Administrator
	Stephen Shallo	Assistant Village Administrator
	Lori Voss	Village Treasurer

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WORK SESSION

At 5:45pm, on a motion by Trustee Behrens, seconded by Trustee Knapp, the Village Board unanimously convened a Work Session. The Village Board discussed the on-street 2024 dining season end date and agreed to support allowing dining through Monday, December 2nd provided that establishments have all structures and elements removed by end of day on December 2nd and provided that the Planning Board was in agreement with the clarification.

At 6:00pm on a motion by Deputy Mayor Underhill, seconded by Trustee Knapp, the Village Board agreed to enter into an Executive Session to discuss a personnel matter.

At 6:25pm on a motion by Trustee Fredericks, seconded by Trustee Behrens the Village Board agreed to close the Executive Session and re-open the Work Session.

The Village Board agreed to increase the Police Chief salary to $251,414.80 for the 2024-25 fiscal year and provide a longevity bonus in the amount of $3,000.

At 6:30pm, the Village Board updated the community on the revised drainage plans being considered for the Hamilton-Sussex-Homesdale neighborhoods. Numerous residents spoke on the matter. The Village's consulting engineers were present and further clarified what is being planned for the area at this time. The Village Board agreed to make the engineers available on site to meet with residents.

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At 9:23pm, Mayor Marvin opened the Regular Meeting of the Board of Trustees.

MAYOR'S REPORT

No comment

ADMINISTRATOR'S REPORT

No comment

APPROVAL OF MINUTES

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

1. Executive/Work Session of July 8, 2024
2. Regular Meeting of July 8, 2024

NEW BUSINESS

A. RESOLUTION – Authorizing the Submittal of a Community Development Block Grant (CDBG) Application to the Urban County Consortium for Vehicular and Pedestrian Improvements in the Downtown

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

WHEREAS, the Village joined the Westchester Urban County Consortium for the purposes of participating in the federal Community Development Block Grant (CDBG) program; and

WHEREAS, the CDBG program is a major federal program that provides millions of dollars to the Consortium annually; and

WHEREAS, the Village has engaged the entire community and received input from our residents concerning community development needs; and

WHEREAS, Kraft Avenue and it's intersection at Park Place has been selected for significant safety improvements including a raised median with planting bed along Kraft Avenue as well as a raised intersection with stone pavers which is consistent with the Village's recent comprehensive plan; and this project enhances traffic and pedestrian safety as well as increases walkability in our community;

WHEREAS, the total estimated cost of the project is $150,000 and, after excluding non-qualifying costs, the Village requests matching funding in the amount of $75,000;

NOW THEREFORE, BE IT RESOLVED the Village Board of Trustees hereby authorizes the submittal of the CDBG application for the Kraft Avenue Vehicular & Pedestrian Improvements to the Urban County Consortium for consideration in the program funding years of 2025 – 2027.

B. RESOLUTION – Authorizing Purchase and Funding of Air Conditioning Repair Equipment

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

WHEREAS, the air conditioning systems in the new police cars purchased by the Village cannot be serviced by existing DPW shop equipment, and

WHEREAS, a new Polartek YF AC Machine is capable of servicing the air conditioning units in the new police cars, and

WHEREAS, this equipment is sold for $13,250 by Tool Time Pro, Inc.,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes the purchase of a Polartek YF AC Machine from Tool Time Pro, Inc., for $13,250, and

BE IT FURTHER RESOLVED that to fund this purchase, the Board of Trustees authorizes the use of future debt service to finance this equipment, and

BE IT FURTHER RESOLVED that the Village Administrator and Village Treasurer record all necessary transactions as required.

C. RESOLUTION –Authorizing Purchase and Funding of Cable and Video Equipment Upgrades for the Community Public Access Channels

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

WHEREAS, the existing cable network video equipment in the Village Hall Trustee room is in need of upgrades; and

WHEREAS, video equipment including installation, training, and tech support is available from Empire AV for $6,980.

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes the purchase of new video equipment in the Trustee Room, and

BE IT FURTHER RESOLVED that to fund this purchase, the Board of Trustees authorizes the use of Public Education Grants (PEG) grants received from Cablevision, and

BE IT FURTHER RESOLVED that the Village Administrator and Village Treasurer record all necessary transactions as required.

D. RESOLUTION – Authorizing Funding for Underground Oil Tank Removals at Village Hall and Library

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

WHEREAS, the underground oil tanks which supply oil for heat and/or hot water at both Village Hall and the Bronxville Public Library need to be removed; and

WHEREAS, according to American Petroleum, the remediation plan will consist of several phases as follows:

Phase	Description	Estimate
1	Install temporary oil tanks at Village Hall & Library	$12,000
2	Soil borings around spill sites at Village Hall & Library	$ 7,000
	Remediation costs to be determined	n/a
4	Tank removal at Village Hall & Library	$31,855
5	New tank installation costs to be determined	N/A
Total	Estimate	$50,855

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes the removal of the tanks and installation of temporary above ground tanks while the Village works to convert or replace boilers to natural gas; and

BE IT FURTHER RESOLVED that to fund this purchase, the Board of Trustees authorizes the use of future debt service to fund all costs associated with this project, and

BE IT FURTHER RESOLVED that the Village Administrator and Village Treasurer record all necessary transactions as required.

E. RESOLUTION – Authorizing LED Lighting Replacement at Village Hall and Public Library

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

WHEREAS, a recent energy audit indicated that cost and energy savings could be achieved by replacing conventional lighting with LED lighting at Village Hall and the Bronxville Public Library, and

WHEREAS, the New York State Energy Research and Development Authority (NYSERDA) awarded the Village $27,500 for LED replacement, and

WHEREAS, proposals from Naber Electric to provide materials and installation for this project totaled $29,540,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes LED lighting replacement at Village Hall and the Bronxville Public Library,

BE IT FURTHER RESOLVED that to fund this purchase, the Board of Trustees accepts the NYSERDA funding for $27,500, and

BE IT FURTHER RESOLVED that additional costs will be paid from General Fund unassigned fund balance transfers to the Capital Fund, and

BE IT FURTHER RESOLVED that the Village Administrator and Village Treasurer record all necessary transactions as required.

F. RESOLUTION – Approving Wall Reconstruction at Village Lane & Pondfield Road

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

WHEREAS, a retaining wall collapsed at 2 Village Lane & Pondfield Road, and

WHEREAS, a portion of the wall was in the Village right of way, and

WHEREAS, a proposal from Peter J Landi Inc for labor and materials to replace the wall was $13,000, and

WHEREAS, this is a reasonable and competitive price for this job, and

WHEREAS, the homeowner agreed to pay for 50% of the cost to replace the wall,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes the replacement of the retaining wall at 2 Village Lane & Pondfield Road, and

BE IT FURTHER RESOLVED that to fund this purchase, the Village will invoice the abutting property owner for 50% of the cost; and

BE IT FURTHER RESOLVED that additional costs will be paid from General Fund unassigned fund balance tansfers to the Capital Fund, and

BE IT FURTHER RESOLVED that the Village Administrator and Village Treasurer record all necessary transactions as required.

G. RESOLUTION – Authorizing New Parking Permit Software Vendor

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

WHEREAS, the Village of Bronxville's parking permit software contract will be ending in early 2025, and

WHEREAS, a the Village needs a new parking permit software vendor, and

WHEREAS, IPS group offered a comparable product with a start-up cost of $14,500, and a competitively priced monthly maintenance cost based on transactions,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes IPS as the new parking permit software vendor, and

BE IT FURTHER RESOLVED that the Village Administrator and Village Treasurer record all necessary transactions as required.

H. RESOLUTION – Increasing Budget Transfer for Feasibility Study for Outdoor Dining

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

WHEREAS on December 12, 2022 the Village Board of Trustees authorized $75,000 for Street Plans to conduct feasibility and design studies for outdoor dining, and

WHEREAS, actual study costs were $76,300,

NOW THEREFORE BE IT

RESOLVED that the Village of Bronxville Board of Trustees authorizes the transfer of unassigned general fund balance of $1,300 to the capital fund to cover remaining project costs, and

BE IT FURTHER RESOLVED that the Village Administrator and Village Treasurer record all necessary transactions as required.

I. RESOLUTION – Authorizing Capital Fund Transfer for Leaf Truck Repairs

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

WHEREAS, the capital fund has a $10,452.17 balance for leaf vacuum parts, and

WHEREAS, the Village's leaf vacuum truck will need a new engine this year; and

WHEREAS, this purchase should be correctly accounted for in the Village's general fund.

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes the transfer of $10,452.17 from the capital fund to the general fund to partially pay for this expenditure, and

BE IT FURTHER RESOLVED that the Village Administrator and Village Treasurer record all necessary transactions as required.

TRUSTEE COMMENTS – NONE

PUBLIC COMMENTS – NONE

There being no further comments, Mayor Marvin closed the Regular Meeting of the Board of Trustees at 9:35pm on a motion by Trustee Fredericks, seconded by Trustee Behrens.

The next regularly scheduled Village Board of Trustees meeting will be Tuesday, October 15, 2024 at 7:00pm.

James M, Palmer, Village Administrator/Clerk