

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF BRONXVILLE HELD MAY 12, 2025 AT 7:00PM
AT VILLAGE HALL, 200 PONDFIELD ROAD, BRONXVILLE, N.Y.

PRESENT:	Mary C. Marvin	Mayor
	Helen Knapp	Trustee
	William Fredericks	Trustee
	Mary Taylor Behrens	Trustee
ALSO PRESENT:	Kevin Staudt	Village Attorney
	James Palmer	Village Administrator
	Nicholas DeYoung	Lieutenant
	Thomas Morzello	Assistant Village Administrator
EXCUSED:	Robert S. Underhill	Deputy Mayor

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WORK SESSION

At 6:40pm, on a motion by Trustee Knapp, seconded by Trustee Behrens, the Village Board unanimously convened the work session. Lt. DeYoung was present to request that the Village Board authorize the replacement of the Police Department’s 33-year-old records management system with a new, more modern, integrated RMS that would allow for improved data management, increased operational efficiency and better compliance with federal and state regulations. The new system would also be integrated with other law enforcement tools and agencies.

The Village Board agreed to consider the request at their next meeting following a better understanding of the equipment and funding sources.

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At 7:09pm, Mayor Mary Marvin opened the Annual Meeting of the Board of Trustees.

MAYOR’S REPORT

Mayor Mary Marvin gave a brief description on what she has been working on. The Farmers Market officially opened this past Saturday and will operate weekly from 8:30 AM to 1:30 PM through Thanksgiving. Our Congressman, George Latimer joined the community for the ribbon-cutting ceremony.

Village Administrator Jim Palmer reminded residents that the school budget election will take place on May 20. All eligible voters are encouraged to participate.

The Bronxville Women's Club will host a luncheon on May 15 to commemorate its 100th anniversary. Tickets are still available.

The Green Committee recently met with NYP Westchester to discuss energy usage and sustainability efforts at the hospital.

Several upcoming events to mark on your calendar:

- May 21: Bronxville High School seniors will participate in Safety Day.
- May 21, 1:30–2:30 PM: Fourth-grade student Liza Collier is organizing a Litter Clean-Up Day.
- May 30: The Working Gardeners will host a dedication ceremony celebrating the 10th anniversary of the donated dogwood trees at the tennis courts.
- Memorial Day Weekend: Events include the community Bake Sale and Dog Show. Bakers and dog show participants are still welcome to join.

Trustee Behrens mentioned that she with Mayor Marvin and Trustee Knapp had the privilege of attending the Annual Library Spring Benefit on Friday, April 25th hosted by Friends of the Library. It was very well attended and lots of energy among the newer residents and board members. The Library was turned into a Derby themed party with betting on “virtual horses”. The Mayor was most pleased when her horse named “The Chief” after our esteemed Chief of Police won the first race of the evening. He barely beat out Trustee Behrens’ horse, “Speedy Jim Palmer” – but dare she say Mr. Palmer gave the Chief a run for his money!!! The Mayor collected her “winnings” and promptly donated them back to the Library! All in all, it was a fun night and raised a lot of money

for our beloved Library. Hats off to The Friends of the Library and the Library Board for all they do for our Library.

Trustee Knapp announced that the Green Committee's Take Back Day is scheduled for Saturday, May 17, from 10:00 AM to 1:00 PM at the school. The Westchester County shredder will be on-site for document disposal.

Trustee Fredericks shared that the Eastchester Memorial Day Parade will take place on May 18, beginning at 2:00 PM, starting at the library and concluding at Depot Square. Additionally, a Memorial Day program will be held on May 15 at the Eastchester High School auditorium.

ADMINISTRATOR’S REPORT

Village Administrator, James Palmer, gave a brief report on what he has been working on. Village Administrator Jim Palmer reminded residents that the annual Village Memorial Day Parade will take place on Monday, May 26, beginning at 9:00 AM. This year’s Grand Marshal is Dr. George Unis, a proud resident of the Village for over 50 years. He also reiterated the Bronxville School Budget vote will be on May 20 with polls open from 7:00 am to 9:00pm.

APPROVAL OF MINUTES

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

- 1. Executive/Work Session of April 14, 2025
- 2. Regular Meeting of April 14, 2025

NEW BUSINESS

A. RESOLUTION – Authorizing the Award and Funding for New Library Boiler

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

WHEREAS, the Bronxville Public Library’s boiler has exceeded its useful life, and

WHEREAS, on December 12, 2024, the Bronxville Public Library Board of Trustees authorized the existing boiler replacement with a natural gas powered boiler, and

WHEREAS, the Village of Bronxville Board of Trustees on May 12, 2025, authorized this capital project for \$250,000, and further approved OLA to provide design and bid services for \$49,700, and

WHEREAS, there was only one bidder, Grundman Mechanical Systems, Inc, for \$373,600, and

WHEREAS, OLA Consulting Engineers recommended that the Village accept the quote, and

WHEREAS, the Grundman has successfully completed boiler projects for the YFD in Yonkers and the Stewart Airport in Newburgh NY in addition to numerous other facilities, and

WHEREAS, the Bronxville Public Library is anticipating applying for a \$100,000 DASNY grant to help pay for this project,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes the Bronxville Public Library boiler replacement project for \$373,600, and

BE IT FURTHER RESOLVED that the Board of Trustees will fund this project using \$273,000 in future debt service, and

BE IT FURTHER RESOLVED that any additional funding required net of DASNY proceeds and debt service will be paid from Bronxville Public Library assigned fund balance transfer to the capital fund, and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Village Administrator and Village Treasurer to sign all documents and record all transactions necessary to execute this resolution.

B. RESOLUTION – Authorizing the Purchase and Funding of Computer Hardware for \$21,000

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

WHEREAS, in the Village’s administrative offices, the computers are nearing the end of their useful life, and

WHEREAS, the replacement of these units was planned in the tentative 2025-26 Village Capital Plan, and

WHEREAS, due to recent supply chain concerns it is prudent to purchase these computers and related hardware currently in vendor inventory at current price levels,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes the Village to purchase new computers and related hardware for \$21,000 from Dell EMC, and

BE IT FURTHER RESOLVED that funds for this project will be paid from General Fund unassigned fund balance transfer to the Capital Fund, and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Village Administrator and Village Treasurer to sign all documents and record all transactions necessary to execute this resolution.

C. RESOLUTION – Authorizing Purchase and Funding for a Manhole Lifter for DPW at a Cost of \$13,000

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

WHEREAS, Bronxville’s DPW department is actively maintaining the Village’s catch basins, and

WHEREAS, the Village is continually looking to improve workplace safety, and

WHEREAS, instead of manually lifting manhole covers/catch basins, a manhole lifter will facilitate catch basin maintenance by magnetically lifting catch basins/manholes up to 600 lbs, and

WHEREAS, Glenco Supply Inc. currently is selling this equipment with related attachments for \$13,213.00, and

WHEREAS, this is a competitive price for this equipment,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes the Village to purchase a manhole lifter from Glenco Supply Inc. for \$13,213, and

BE IT FURTHER RESOLVED that funds for this project will be paid from General Fund unassigned fund balance transfer to the Capital Fund, and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Village Administrator and Village Treasurer to sign all documents and record all transactions necessary to execute this resolution.

D. RESOLUTION – Authorizing Year End Budget Transfers

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

WHEREAS, in accordance with Village Law, when it shall appear probable that the expenditure in any budgetary account will be in excess of the original estimated budgeted amount, it is then necessary to bring these accounts in balance by transferring from other budgetary accounts, and

WHEREAS, it is not known at this time all the accounts that will be affected as of May 31, 2025, it is requested that the following blanket resolution authorizing transfers be approved by the Board of Trustees; and

WHEREAS, during the year the Village Administrator and the Treasurer need to make transfers from like accounts, within departments (e.g. .100 to .102 or .403)

NOW, THEREFORE, BE IT RESOLVED that the Village Administrator is hereby authorized to make the necessary transfers from the unexpended balance of certain budgetary accounts to those accounts that require additional appropriation, in order to affect the Fiscal Year 2024-2025 budgetary close out; and

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Village Administrator to transfer budgeted funds from like accounts to like accounts, within departments, for upcoming fiscal year, 2025-2026, to ensure the smooth operation of Village government, with the understanding that any transfers that are either from one department to another department, or that are appropriations of fund balance or contingency, or an overall increase in revenues and/or appropriations, require authorization by resolution from the Board of Trustees.

BE IT FURTHER RESOLVED that the Board of Trustees authorizes the Village Administrator and Village Treasurer to record all transactions necessary to execute this resolution.

E. RESOLUTION – Appointing New Climate Smart Community Task Force Coordinator

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

WHEREAS, the Board of Trustees has formally adopted a Climate Smart Communities pledge, recognizing the threat of climate change to our Village;

WHEREAS, participation in this program will help the Village continue efforts already underway to reduce greenhouse gas emissions, adapt to the changing climate, and build resilience and sustainability in our community;

WHEREAS, it is in the best interest of the Village to reduce its carbon footprint, reduce its waste, and maximize its use of renewable energy sources in an effort to protect the environment and human health;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby shall create the Climate Smart Communities Task Force (“the CSC Task Force”), whose charge will include the following:

- advising the Board of Trustees as to environmentally sustainable policies and practices;
- prioritizing goals and suggesting programs to the Board of Trustees that contribute to and encourage sustainability policies, thereby lessening the Village’s ecological impact on the environment; and
- assisting the Board of Trustees in the development of programs to advise and educate sustainability initiatives; and it is further

RESOLVED, that the Board of Trustees hereby appoints Thomas Morzello, Assistant Village Administrator, as Coordinator of the CSC Task Force; and

BE IT FURTHER RESOLVED, that the Board of Trustees hereby appoints the following members to the CSC Task Force:

- Thomas Morzello, Assistant Village Administrator — Coordinator
- Ellen Edwards, Bronxville Green Committee - Chair
- Helen Knapp, Village Trustee — Village Board Liaison
- Charles Miers, Bronxville Green Committee — Member
- Pam Lippe, Bronxville Green Committee — Member
- Maria Trejanian, Bronxville Green Committee — Member
- Carole Upshur, Bronxville Green Committee — Member
- Craig Hart, Director of Pace Univ. Energy & Climate Center — Member
- Thomas Breglia, NYP Hospital Director of Westchester Facilities & Dev. — Member
- Student Representative, Bronxville High School — Member
- Student Representative, Bronxville High School — Member

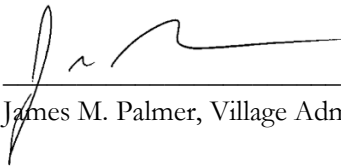
BE IT FURTHER RESOLVED, the mission of the CSC Task Force, will be to liaise with the Village Board of Trustees and the Departments of the Village to coordinate climate initiatives, to help develop strategies to implement sustainability goals and programs, and to work on climate change mitigation activities.

TRUSTEE COMMENTS – Trustee Knapp mentioned the Sidewalk Sale will be held Friday and Saturday, May 30 and 31.

PUBLIC COMMENTS – Alexandra Valisante, resident of 26 Dusenberry Rd asked if the new plantings at the dog park could be watered regularly.

There being no further comments, Mayor Marvin adjourned the Regular Meeting of the Board of Trustees at 7:58pm on a motion by Trustee Behrens, seconded by Trustee Knapp.

The next regularly scheduled Village Board of Trustees meeting will be Monday, June 9, 2025 at 7:00pm.



James M. Palmer, Village Administrator/Clerk