

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF BRONXVILLE HELD DECEMBER 8, 2025 AT 7:00PM
AT VILLAGE HALL, 200 PONDFIELD ROAD, BRONXVILLE, N.Y.**

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

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WORK SESSION

At 5:30pm, on a motion by Trustee Fredericks, seconded by Trustee Behrens, the Village Board unanimously convened the Work Session. The Village Administrator took the Village Board through the agenda. The Village Board discussed the landscaping plan associated with the Crawford Drainage Improvements and the need to define an area for the dog park. The Board agreed to limit the dog area to no more than 30% of the total park encompassing the area from the northerly side of Archer Place to the end of Alder Lane at Middle Road.

Allan Kassay of PKF O’Connor Davies was present and took the Board through the 2024-2025 audited financial status.

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At 7:03pm, Mayor Mary Marvin opened the Regular Meeting of the Board of Trustees.

MAYOR’S REPORT

Mayor Mary Marvin gave a brief description on what she has been working on. Mayor Marvin opened with a moment of silence to honor the victim of last weekend’s fire and expressed gratitude to the fire department, mutual aid responders, and the building super for a heroic rescue. A food drive was held at Village Hall to support Feeding Westchester. The Working Gardeners Organization celebrated its 100th anniversary. Students from St. Joseph’s School (5th grade) and Bronxville School (2nd grade) visited Village Hall. Residents were encouraged to shop local, as Village sales tax revenue increased over the past year. Mayor Marvin also congratulated the Bronxville School football and field hockey teams for their victory on winning the Class C state championships.

Trustee Knapp encouraged residents to shop local and thanked the Bronxville Chamber of Commerce. The Village tree lighting was held last night. Take Back Day was a major success, with over 200 cars passing through Palumbo Place and 270 cars using the county shredder. For this month only, anyone who orders a scrap recycling kit online will have it delivered directly to their home. Trustee Behrens and Deputy Mayor Underhill attended the Tuckahoe Village Board meeting where the new mayor and three trustees were sworn in. A Menorah lighting is scheduled for December 15 at 5:00 p.m. Trustee Fredericks reported that during a work session with auditors, the Village was informed of a \$3 million operating budget surplus. He also mentioned the Village’s tree program is up and running on the Village website

ADMINISTRATOR’S REPORT

Village Administrator, James Palmer, gave a brief report on what he has been working on. The leaf blower ban is in effect from December 15 through March 15, and all landscaper workers in the Village must be licensed. Village tax bills are due by December 31 without penalty. The Fire Board election is tomorrow, December 9, with one commissioner seat open and three candidates running. The outdoor dining season ended on December 1.

Public Comment – Michael Secondo resident of 17 Field Court shared his concerns about the school’s proposed lighting project and asked if the Village would take lead agency. Mayor Marvin stated that the Village does not have jurisdiction over the school or the post office but is closely monitoring the situation. Gretchen Pingle resident of 166 Midland Ave shared the same concerns.

APPROVAL OF MINUTES

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

- 1. Executive/Work Session/Regular Meeting of November 10, 2025

NEW BUSINESS

A. RESOLUTION – Designation of Village Polling Sites for March 18th Election

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

BE IT RESOLVED the hours for Village Election Day, **Wednesday, March 18, 2026** 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
- Bronxville 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 6, 2026 is the LAST day a voter may register with Board of Elections to vote in a Village election.

B. RESOLUTION – Authorization for Funding Additional Sanitary Sewer Lining

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

WHEREAS, the Village continues to make great strides in repairing, lining and replacing aging sanitary sewer lines; and

WHEREAS, the Village has determined that certain additional sanitary sewer lines are in need of repair and replacement; and

WHEREAS, the total project cost is anticipated to be \$1,000,000, and

WHEREAS, the Village Board of Trustees has reviewed the SEQRA classification of this project, and has determined that the sanitary sewer rehabilitation projects will not have an adverse environmental impact,

NOW THEREFORE, BE IT RESOLVED:

That the Village Board of Trustees authorize the Village Administrator to fund this project with debt service, and

BE IT FURTHER RESOLVED that the Village Board of Trustees authorizes funding in excess of debt service to be provided either by general fund assigned fund balance transfers to the capital fund or by future grants from New York State, and

BE IT FURTHER RESOLVED that the Village Board of Trustees determines that the sanitary sewer rehabilitation is a Type II SEQRA action, and

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

C. RESOLUTION – Authorization of Purchase and Funding for DPW Equipment

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

WHEREAS, the 2025-26 Capital Plan specified three pieces of DPW equipment to be ordered during this fiscal year, and

WHEREAS, the Village is in need of a new John Deere Backhoe and related Tink claw to be used for multiple purposes including leaf collection and in lieu of aging leaf box trucks currently in use; and

WHEREAS, the Village needs to replace an aging dump body truck with a new Ford F550 dump truck; and

WHEREAS, the Village needs to replace its existing rack body truck with a new Ford F550 rack body truck; and

WHEREAS, these anticipated purchases should cost approximately \$445,000;

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes the purchase of a John Deere Backhoe, a Tink claw, two Ford F550s, a rack body and a dump body; and

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

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

D. RESOLUTION – Authorization of Purchase and Funding for Servers for PD

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

WHEREAS, the Village’s IT consultant recommended three server upgrades for the Bronxville police department, and

WHEREAS, the cost for three new servers from Dell Computers on NYS OGS contract PM20820 totals \$41,966.00,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby authorizes the purchase of three servers from Dell, for \$41,966.00, and

BE IT FURTHER RESOLVED that to fund this purchase, the Board of Trustees authorizes the transfer of general fund unassigned fund balance to the capital fund, and

BE IT FURTHER RESOLVED that if, in the event future NYS grants become available to help fund this purchase, the Village Board of Trustees authorizes the Village Administrator and Village Treasurer to execute and record all documents necessary to secure this funding, and

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

E. RESOLUTION – 2026 Board of Trustees Meeting Calendar

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

2026 Board of Trustees meeting calendar will be as follows:

- Monday, January 12, 2026
- Monday, February 9, 2026
- Monday, March 9, 2026
- Monday, April 13, 2026
- Monday, May 11, 2026
- Monday, June 8, 2026

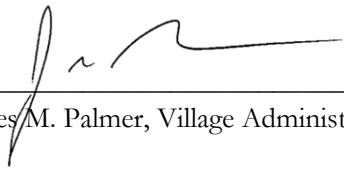
Monday July 13, 2026
Monday, September 14, 2026
Tuesday, October 13, 2026
Monday, November 9, 2026
Monday, December 14, 2026

TRUSTEE COMMENTS – None

PUBLIC COMMENTS – Mr. Formato, Village resident, thanked Mayor Marvin for attending the celebration at the Bronxville School celebrating the football team’s state championship.

There being no further comments, Mayor Marvin adjourned the Regular Meeting of the Board of Trustee at 8:09pm on a motion by Trustee Knapp, seconded by Trustee Behrens .

The next regularly scheduled Village Board of Trustees meeting will be Monday, January 12, 2026 at 7:00pm.



James M. Palmer, Village Administrator