

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE
VILLAGE OF BRONXVILLE HELD JANUARY 12, 2026 AT 7:00PM
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:	James Staudt	Village Attorney
	James Palmer	Village Administrator
	Thomas Morzello	Assistant Village Administrator

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WORK SESSION

At 5:40pm on a motion by Deputy Mayor Underhill, seconded by Trustee Fredericks the Village Board unanimously convened the Work Session.

On a motion by Deputy Mayor Underhill, seconded by Trustee Knapp the Village Board unanimously agreed to enter into an Executive Session with Labor Counsel for the purposes of discussing a personnel matter.

At 6:30pm on a motion by Mayor Marvin, seconded by Trustee Behrens the Village Board unanimously agreed to close the Executive Session and re-enter the Work Session.

The Village Administrator discussed the draft landscaping plan for Crawford Park with the Village Board and also took the Village Board through the regular meeting’s agenda.

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At 7:02pm, Mayor Mary Marvin opened the Regular Meeting of the Board of Trustees. Mayor Marvin asked Chief Satriale to introduce the purpose of tonight’s Police Department presentations. Following Chief’s remarks, Deputy Mayor Underhill proceeded directly to the agenda to authorize the promotional appointments of two sergeants and the swearing-in of two new police officers.

A. RESOLUTION – Authorizing Promotional Appointments of Police Sergeants

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

WHEREAS, there are openings for the full-time positions of Police Sergeants with the Village of Bronxville; and

WHEREAS, the Village has canvassed the civil service promotional list for the positions of Police Sergeant; and

WHEREAS, the eligible candidates for the promotions have been interviewed by the Police Promotions Committee;

NOW THEREFORE, BE IT RESOLVED:

That the Village Board of Trustees having received and considered the recommendations by the Chief of Police and the Police Promotions Committee, hereby complete the following appointments:

Police Officer Nigel Butler to Police Sergeant – Effective January 12, 2026

Police Officer Ahmed Danso-Faried to Police Sergeant – Effective January 13, 2026

All appointments to be made consistent with Civil Service Law and applicable probationary periods.

Following the sergeants’ swearing-in ceremony, two new police officers—Giovanni Leo and Amable Reyes—were administered their oaths of office.

MAYOR’S REPORT

Mayor Mary Marvin gave a brief description on what she has been working on. Mayor Marvin provided a series of community updates and seasonal reminders to the Board and residents. She announced the upcoming 38th

Annual Martin Luther King Jr. Breakfast to be held at the Reformed Church and noted that the Bronxville Police Department’s toy drive benefiting Maria Fareri Children’s Hospital will continue through January 20. She also highlighted the holiday lights recycling program available at Village Hall, offered in partnership with the PTA Sustainability Committee and the Bronxville High School Earth Club. In addition, the Mayor shared information about new tennis and paddle programs, including a “Paddle Palooza” event scheduled for later in the month.

Mayor Marvin reminded residents that the prohibition on gas-powered leaf blowers remains in effect through March 15, with enforcement focused on suspending landscaper licenses for violations. She further announced that bulky waste pickup is now available at no cost and that Christmas tree collection will continue throughout January for conversion into mulch. She concluded by recognizing the success of the Village-wide food drive, which collected 540 pounds of food and provided approximately 450 meals, and thanked residents, volunteers, local organizations, and Village staff for their generosity and support.

ADMINISTRATOR’S REPORT

Village Administrator, James Palmer, gave a brief report on what he has been working on. Village Administrator Jim Palmer shared operational updates and seasonal reminders, expressing appreciation to Village staff—especially the Department of Public Works—for their continued dedication during a demanding winter season. He announced that the 2026 recycling calendar is now available both online and in print at Village Hall, and highlighted the ongoing importance of winter operations, including snow and ice management.

Administrator Palmer also reminded residents and business owners of their responsibility to remove snow and ice from sidewalks within established timeframes. Sidewalks outside the downtown area must be cleared within 12 hours following a snow or ice event, while downtown merchants are required to clear sidewalks by 9:00 AM and again by 4:00 PM. He stressed that these requirements are critical to ensuring pedestrian safety throughout the Village during winter weather.

Trustee Knapp reported that the school football and field hockey teams were honored by the Shelley Mayor this past Thursday.

Trustee Fredericks stated that the Tree Committee continues to meet and that the Village is subsidizing up to \$3,000 for each tree replacement.

Deputy Mayor Underhill reported attending the FBI graduation ceremony, where Lt. DeYoung completed 11 weeks of training this past fall. Lieutenant Nick DeYoung was recognized for completing the FBI National Academy in Quantico, Virginia. The highly selective program focuses on advanced leadership, critical thinking, and collaboration among senior law enforcement officials nationwide and internationally. His achievement brings nationally recognized training and valuable perspective back to the Bronxville Police Department.

APPROVAL OF MINUTES

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

- 1. Executive/Work Session/Regular Meeting of December 8, 2025

PUBLIC COMMENT:

Mayor Marvin opened public comment at this time:

Some Village residents attended the meeting and spoke in opposition to the school’s proposal to install lighting at the field. Mayor Marvin mentioned that we are checking with Counsel as to when and how the Village Board would act concerning this matter and that the Board is continuing to follow it carefully.

NEW BUSINESS

B. RESOLUTION – Authorizing Execution of an Inter-Municipal Agreement with Westchester County for Stormwater Funding

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

WHEREAS, the Village of Bronxville is undertaking the Crawford Drainage Basin Improvements project to address chronic flooding within the Crawford Street, Alder Lane, Dusenberry Road, Middle Road and adjacent neighborhoods; and

WHEREAS, the Village has completed design, engineering, and construction documents for a flood mitigation and drainage improvement project known as the Crawford Street Drainage Improvements Project; and

WHEREAS, the Village has applied for and received approval for funding assistance from the County of Westchester to support construction of the Project, with eligible project costs to be shared on a fifty percent County and fifty percent Village basis, with the County contribution not to exceed \$2,975,000; and

WHEREAS, the County of Westchester and the Village of Bronxville have prepared an Inter-Municipal Agreement setting forth the terms and conditions governing the funding, construction, reimbursement, easements, and long-term obligations associated with the Project, as attached hereto; and

NOW, THEREFORE, BE IT

RESOLVED, that the Board of Trustees of the Village of Bronxville hereby authorizes and approves the execution of the Inter-Municipal Agreement between the Village of Bronxville and the County of Westchester for Phase II (construction costs) Storm Water Management Law funding for the Crawford Street Drainage Improvements Project, in substantially the form presented to the Board; and be it further

RESOLVED, that the Village Administrator, Mayor, or other duly authorized Village official is hereby authorized and directed to execute the Inter-Municipal Agreement, together with any required easements, certifications, and related documents, and to take any and all actions necessary to carry out the intent of this resolution.

C. RESOLUTION – Appointment of Budget Officer for 2026-27 Budget Season

On motion of Deputy Mayor Underhill, seconded by Trustee Behrens, 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 2026-27 fiscal year responsible for preparing the operating budget of the Village of Bronxville in accordance with Village Law.

D. RESOLUTION – Authorizing Increase in Gardener’s License Fees

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

WHEREAS, Chapter 164 (Gardeners and Gardening) of the Code of the Village of Bronxville requires gardeners to be licensed and authorizes the Board of Trustees to determine the applicable fees by resolution; and

WHEREAS, the Board of Trustees of the Village of Bronxville has identified the need to update and clarify fees associated with gardener registration and vehicle stickers issued pursuant to Chapter 164 (Gardeners and Gardening) of the Village Code; and

WHEREAS, the Board finds it appropriate to adjust the Village’s gardener registration and vehicle sticker fees to better reflect administrative, record-keeping, and enforcement costs while remaining consistent with regional practices;

NOW, THEREFORE, BE IT

RESOLVED, by the Board of Trustees of the Village of Bronxville as follows:

- The annual gardener registration fee, required pursuant to Chapter 164 of the Village Code, is hereby established at one hundred fifty dollars (\$150) per licensee, for a one-year period running from January 1 through December 31; and
- A fee of thirty dollars (\$30) is hereby established for each vehicle sticker issued to a licensed gardener for each authorized vehicle used in connection with gardening services within the Village, for a one-year period running from January 1 through December 31; and
- All such fees shall be payable at the time of application or renewal, in accordance with procedures established by the Village Clerk; and
- This resolution shall take effect immediately.

E. RESOLUTION – Approving Environmental Compliance Resolution for Roof Top Solar Array

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

WHEREAS, on January 13, 2024, the Board of Trustees authorized a capital project to construct a rooftop solar panel array on the Village’s DPW building, and

WHEREAS, the Board of Trustees authorized funding for this project on July 2, 2025, and

WHEREAS, in order to consider financing these projects through debt issuance, the Village is first required by law to adopt an environmental compliance resolution,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following environmental compliance resolution.

F. RESOLUTION – Authorizing Bond Sale to Fund Rooftop Solar Array Installation at DPW Building

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

WHEREAS, on January 13, 2024, the Board of Trustees adopted a board resolution authorizing the construction of a solar panel array on the DPW building roof, and

WHEREAS, the estimated cost of this project is \$299,880, net of anticipated grant proceeds,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following bond resolution funding \$299,880

Description	Period of Probable Usefulness (PPU)	Resolution	Amount
DPW Bldg Rooftop Solar Array	10 Years	A	\$299,880

BE IT FURTHER RESOLVED that the Board of Trustees authorizes, in compliance with the requirements of law, the Village Administrator and the Village Treasurer to take all actions necessary to effect and record this issuance.

G. RESOLUTION – Approving Environmental Compliance Resolution for Village Hall Boiler

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

WHEREAS, on February 10, 2025, the Board of Trustees authorized a capital project to replace the Village Hall aging boiler system with a natural gas-powered boiler, and

WHEREAS, the Board of Trustees authorized funding for this project on June 9, 2025, and

WHEREAS, in order to consider financing these projects through debt issuance, the Village is first required by law to adopt an environmental compliance resolution,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following environmental compliance resolution.

H. RESOLUTION – Authorizing Bond Sale to Fund Village Hall Boiler System Replacement

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

WHEREAS, on February 10, 2025, the Board of Trustees adopted a board resolution authorizing a capital project to replace the Village Hall aging boiler system with a natural gas-powered boiler, and

WHEREAS, the estimated cost of this project is \$84,507, net of anticipated grant proceeds, Village proceeds,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following bond resolution funding \$84,507

Description	Period of Probable Usefulness (PPU)	Resolution	Amount
Village Hall Boiler	15 Years	B1	\$84,507

BE IT FURTHER RESOLVED that the Board of Trustees authorizes, in compliance with the requirements of law, the Village Administrator and the Village Treasurer to take all actions necessary to effect and record this issuance

I. RESOLUTION – Approving Environmental Compliance Resolution for 39 Milburn Street Retaining Wall

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

WHEREAS, on November 12, 2024, the Board of Trustees authorized a capital project to rebuild the 39 Milburn Street retaining wall, and

WHEREAS, the Board of Trustees authorized funding for this project on November 10, 2025, and

WHEREAS, in order to consider financing these projects through debt issuance, the Village is first required by law to adopt an environmental compliance resolution,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following environmental compliance resolution.

J. RESOLUTION – Authorizing Bond Sale to Fund the 39 Milburn Street Retaining Wall

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

WHEREAS, on November 12, 2024, the Board of Trustees adopted a board resolution authorizing a capital project to replace the 39 Milburn Street retaining wall, and

WHEREAS, the estimated cost of this project is \$816,000, net of anticipated grants and Village proceeds,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following bond resolution funding \$84,507

Description	Period of Probable Usefulness (PPU)	Resolution	Amount
39 Milburn Street Retaining Wall	15 Years	B2	\$816,000

BE IT FURTHER RESOLVED that the Board of Trustees authorizes, in compliance with the requirements of law, the Village Administrator and the Village Treasurer to take all actions necessary to effect and record this issuance.

K. RESOLUTION – Approving Environmental Compliance Resolution to Fund DPW Machinery and Apparatus

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

WHEREAS, on December 8, 2025, the Board of Trustees authorized a capital project and approved funding to purchase machinery and apparatus for the DPW garage, and

WHEREAS, in order to consider financing these projects through debt issuance, the Village is first required by law to adopt an environmental compliance resolution,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following environmental compliance resolution.

L. RESOLUTION – Authorizing Bond Sale to Fund DPW Machinery and Apparatus

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

WHEREAS, on December 8, 2025, the Board of Trustees adopted a board resolution authorizing the purchase of DPW machinery and apparatus, and

WHEREAS, the estimated cost of this equipment is \$453,900,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following bond resolution funding \$453,900

Description	Period of Probable Usefulness (PPU)	Resolution	Amount
DPW Machinery & Apparatus	15 Years	B3	\$453,900

BE IT FURTHER RESOLVED that the Board of Trustees authorizes, in compliance with the requirements of law, the Village Administrator and the Village Treasurer to take all actions necessary to effect and record this issuance.

M. RESOLUTION – Approving Environmental Compliance Resolution for Public Library Boiler

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

WHEREAS, on December 12, 2024, the Village of Bronxville’s Library Board of Trustees authorized a capital project to replace the Bronxville Public Library’s aging boiler system, and

WHERAS, on September 8, 2025 the Village of Bronxville Board of Trustees approved debt service to replace the library’s boiler, and

WHEREAS, in order to consider financing these projects through debt issuance, the Village is first required by law to adopt an environmental compliance resolution,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following environmental compliance resolution.

N. RESOLUTION – Authorizing Bond Sale to Fund Bronxville Public Library Boiler

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

WHEREAS, on December 8, 2025, the Board of Trustees adopted a board resolution authorizing the purchase of a new Library boiler, and,

WHEREAS, the estimated cost of this equipment is \$88,740, net of grant and Village and Library proceeds,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following bond resolution funding \$88,740

Description	Period of Probable Usefulness (PPU)	Resolution	Amount
Bronxville Public Library Boiler	15 Years	B4	\$88,740

BE IT FURTHER RESOLVED that the Board of Trustees authorizes, in compliance with the requirements of law, the Village Administrator and the Village Treasurer to take all actions necessary to effect and record this issuance.

O. RESOLUTION – Approving Environmental Compliance Resolution for Sanitary Sewer System Rehabilitation

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

WHEREAS, on December 8, 2025, the Board of Trustees authorized a capital project and approved funding to rehabilitate sanitary sewer lines throughout the Village, and

WHEREAS, in order to consider financing these projects through debt issuance, the Village is first required by law to adopt an environmental compliance resolution,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following environmental compliance resolution.

P. RESOLUTION – Authorizing Bond Sale to Fund Sanitary Sewer System Rehabilitation

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

WHEREAS, on December 8, 2025, the Board of Trustees adopted a board resolution authorizing the sanitary sewer system upgrades, and

WHEREAS, the estimated cost of this equipment is \$800,000, net of grant and Village and Library proceeds,

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees hereby approves the following bond resolution funding \$88,740

Description	Period of Probable Usefulness (PPU)	Resolution	Amount
Sanitary Sewer System Upgrades	40 Years	C	\$800,000

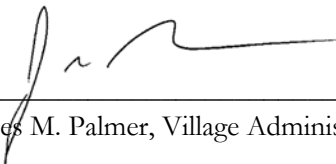
BE IT FURTHER RESOLVED that the Board of Trustees authorizes, in compliance with the requirements of law, the Village Administrator and the Village Treasurer to take all actions necessary to effect and record this issuance.

TRUSTEE COMMENTS – Mayor Marvin updated the public on Rivermere, noting that the front portion of the building has opened to residents, while the rear portion is still in the process of being occupied.

PUBLIC COMMENTS – NONE

There being no further comments, Mayor Marvin adjourned the Regular Meeting of the Board of Trustee at 8:35pm on a motion by Trustee Behrens, seconded by Trustee Knapp.

The next regularly scheduled Village Board of Trustees meeting will be Monday, February 8, 2026 at 7:00pm.



James M. Palmer, Village Administrator