

Board of Trustees
Village of Tarrytown
Regular Meeting No. 1
One Depot Plaza
Tarrytown NY 10591
December 5, 2022
7:00 p.m.

PRESENT in person: Mayor Brown presiding; Trustees: Hoyt; Kim; McGovern; Mitchell; Rinaldi, and Phillips-Staley. Village Administrator Slingerland; Village Attorney Zalantis; Village Treasurer Morales; Village Clerk Gilligan and Deputy Clerk Fasman

Organization Meeting: 7:00 P.M.

The meeting began with the Pledge to the Flag.

Following the Pledge, there was a moment of silence in honor of former Tarrytown Police Chief Bob Lipski who passed away on November 29th, 2022.

SWEARING IN OF TRUSTEES ROBERT HOYT, THOMAS MITCHELLE AND PAUL RINADLDI

Oath of Office to be given by Village Justice Kyle McGovern

Village Justice McGovern swore in Trustees Hoyt, Mitchell and Rinaldi for a two year term.

Note: Announcement of the Mayor’s appointment of Rebecca “Becky” McGovern as Deputy Mayor for a term to expire on the first Monday in December of 202

RE-APPOINTMENT OF MARRIAGE OFFICERS

On a motion made by Deputy Mayor McGovern, and seconded by Trustees Hoyt the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby re-appoint the following Village Officials as Marriage Officers of the Village of Tarrytown for a term to expire in December of 2023: Trustees Hoyt, Kim, McGovern, Mitchell, Rinaldi, Phillips-Staley and Village Clerk Gilligan.

RE-APPOINTMENT OF VILLAGE TREASURER

On a motion made by Trustee Mitchell, and seconded by Trustee Kim the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby re-appoint Antoinette Morales as Village Treasurer for a term to expire in December of 2024

RE-APPOINTMENT OF DEPUTY VILLAGE TREASURER

On a motion made by Trustee Mitchell, and seconded by Trustee Kim the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustee of the Village of Tarrytown does hereby re-appoint Azucena “Susy” V. Molina as Deputy Village Treasurer for a term to expire in December of 2023.

RE-APPOINTMENT OF VILLAGE CLERK

On a motion made by Trustee Hoyt, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby re-appoint Kristine Gilligan as Village Clerk for a term to expire in December of 2024.

RE-APPOINTMENT OF DEPUTY VILLAGE CLERK

On a motion made by Trustee Rinaldi, and seconded by Deputy Mayor McGovern, the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby re-appoint Alissa Fasman as Deputy Village Clerk for a term to expire in December of 2023.

RE-APPOINTMENT OF VILLAGE ATTORNEY

On a motion made by Trustee Mitchell, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby re-appoint the firm of Silverberg Zalantis LLC as Village Attorneys for a term to expire in December of 2023.

RE-APPOINTMENT OF VILLAGE SPECIAL PROSECUTOR

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved 7-0.

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby re-appoint Steven Bettman as Village Special Prosecutor (as a contractor, not an employee) for a term to expire in December of 2023.

RE-APPOINTMENT OF VILLAGE ACTING JUSTICE

On a motion made by Trustee Rinaldi, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby re-appoint George Hlapatsos as Village Acting Justice for a term to expire in December of 2023.

RE-APPOINTMENT OF VILLAGE REGISTRAR

On a motion made by Trustee Hoyt, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Kristine Gilligan as Village Registrar for a term to expire in December of 2024.

RE-APPOINTMENT OF DEPUTY VILLAGE REGISTRARS

On a motion made by Trustee Mitchell, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Antoinette Morales and Richard Slingerland and appoint Alissa Fasman as Deputy Village Registrars for terms to expire in December of 2024.

RE-APPOINTMENT OF HARBORMASTER

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby re-appoint Kevin Lustyik as Village Harbormaster for a term to expire in December of 2023.

RE-APPOINTMENT OF POLICE SURGEONS

On a motion made by Trustee Rinaldi, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby re-appoint Dr. Robert Raniolo, Dr. Barry Geller and Industrial Medicine Associates as Police Surgeons for a term to expire in December of 2023.

RE-APPOINTMENT OF CHAIRPERSON OF THE ZONING BOARD

On a motion made by Trustee Mitchell, and seconded by Trustee Phillips-Staley the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby appoint Sally Lawrence as Chairperson of the Zoning Board for a term to expire in December of 2023.

RE-APPOINTMENT OF MEMBER OF THE ZONING BOARD

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Kim the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Victoria Weisel as a member of the Zoning Board of Appeals for a five year term that will expire in December of 2027.

RE-APPOINTMENT OF CHAIRPERSON OF THE ARCHITECTURAL REVIEW BOARD

On a motion made by Trustee Rinaldi, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby appoint Jane Greenwood as Chairperson of the Architectural Review Board for a term to expire in December of 2023.

RE-APPOINTMENT OF MEMBERS OF THE ARCHITECTURAL REVIEW BOARD

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Valerie Kopelman and Stephen Mignogna as members of the Architectural Review Board for terms that will expire in December of 2025.

RE-APPOINTMENT OF ALTERNATE MEMBER OF THE ARCHITECTURAL REVIEW BOARD

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Brian McDonough as an alternate member of the Architectural Review Board for a term that will expire in December of 2025.

RE-APPOINTMENT OF CHAIRMAN OF THE PARKS AND RECREATION ADVISORY COUNCIL

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint James Desimone as Chairperson of the Parks and Recreation Advisory Council for a term to expire in December of 2023.

RE-APPOINTMENT OF MEMBERS OF THE PARKS AND RECREATION ADVISORY COUNCIL

On a motion made by Trustee Mitchell, and seconded by Trustee Phillips-Staley the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint James Desimone and Ed Montolio as Members of the Parks and Recreation Advisory Council for a five year terms to expire in December of 2027.

RE-APPOINTMENT OF CHAIRMAN OF THE ETHICS BOARD

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Mary McGee as Chairperson of the Ethics Committee for a term to expire in December of 2023.

RE-APPOINTMENT OF MEMBERS OF THE ETHICS BOARD

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Mary McGee and Paul Rinaldi as Members of the Ethics Committee for three year terms that will expire in December of 2025.

RE-APPOINTMENT OF CO-CHAIRS OF TEAC

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Phillips-Staley the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Rachel Tieger and Dean Gallea as Co-Chairs of the Tarrytown Environmental Advisory Committee (TEAC) for terms that will expire in December of 2023.

RE-APPOINTMENT AND APPOINTMENT OF MEMBERS OF TEAC

On a motion made by Trustee Rinaldi, and seconded by Trustee Kim the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Rachel Tieger, Martin Hauser, Jenny O'Connor, Catherine Ruhland, Mai Margules and Barbara Goodman Barnett and appoints Cari Newton as Members of TEAC for two-year terms that will expire in December of 2024.

BE IT FURTHER RESOLVED that the Board of Trustees accepts Mason Lee as an Associate Member of TEAC as recommended by the TEAC Co-Chairs.

Note – one term of the TMHA Board appointments has to be adjusted to restore the staggered terms in which one Board Member's term expires each year.

RE-APPOINTMENT AND APPOINTMENT OF MEMBERS OF THE TARRYTOWN MUNICIPAL HOUSING AUTHORITY (TMHA) BOARD

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Phillips-Staley the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Brian Burnette as a member of the Tarrytown Municipal Housing Authority (TMHA) Board for the remainder of a portion of a five-year term that will expire in December of 2026; and

BE IT FURTHER RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Jordan Becker as a Member of the Tarrytown Municipal Housing Authority (TMHA) Board for a five-year term that will expire in December of 2027.

RE-APPOINTMENT OF CHAIR OF TREE COMMISSION

On a motion made by Trustee Hoyt, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby appoint Martin Hauser as Chair of the Tarrytown Tree Commission for a term that will expire in December of 2023.

RE-APPOINTMENT AND APPOINTMENT OF MEMBERS OF THE TARRYTOWN TREE COMMISSION

On a motion made by Trustee Hoyt, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Martin Hauser to the Tarrytown Tree Commission for a three year term that will expire in December of 2025, and appoints Redmond Tsao to the Tarrytown Tree Commission for a three year term that will expire in December of 2025; and

BE IT FURTHER RESOLVED, that the Board of Trustees of the Village of Tarrytown does hereby appoint Catherine Ruhland as liaison between TEAC and the Tarrytown Tree Commission for a one-year term that will expire in December, 2023.

RE-APPOINTMENT OF CHAIRPERSON OF THE TARRYTOWN HOUSING AFFORDABILITY TASK FORCE

On a motion made by Trustee Mitchell, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Sadie McKeown as Chairwoman of the Tarrytown Housing Affordability Task Force for a term that will expire in December of 2023.

RE-APPOINTMENT OF MEMBERS OF THE TARRYTOWN HOUSING AFFORDABILITY TASK FORCE

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Phillips-Staley the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Sadie McKeown, Rosemarie Noonan, Alec Roberts, Peter Feroe, Craig Singer and Gary Friedland as Members of the Tarrytown Housing Affordability Task Force for a one-year term that will expire in December of 2023.

RE-APPOINTMENT OF MEMBERS OF THE TARRYTOWN FIRE SPRINKLER APPEALS BOARD

On a motion made by Trustee Hoyt, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby reappoint Albert Collado PE as a member of the Tarrytown Fire Sprinkler Appeals Board for a one-year term that will expire in December of 2023 and designates the three fire chiefs as serving on this Board in an ex-officio capacity, who are currently Fire Chief Richard Tucci, 1st Assistant Fire Chief Sean Scogna Jr. and 2nd Assistant Fire Chief Frank Morabito.

POLICY DETERMINATIONS AND OFFICIAL DESIGNATIONS (OFFICIAL NEWSPAPER, DEPOSITORIES, AUDITORS, ETC.)

ADOPTION OF MEETING SCHEDULE OF THE BOARD OF TRUSTEES FOR DECEMBER 2022 THROUGH DECEMBER 2023

On a motion made by Trustee Mitchell, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown hereby adopts the meeting schedule for December, 2022 through December, 2023 (Note – the Board Regular Meetings are on the first and third Mondays starting at 7 p.m.; the Work Sessions are on the Wednesdays before the Regular Board meetings at 6 p.m., and the summer reduced meeting schedule will be for one work session and one regular board meeting each month during the months of July and August.)

Board Meeting schedule for Official Year Dec. 2022 through Dec. 2023

Day, Date and time	Meeting type
Monday, December 5, 2022, 7 p.m.	Organizational and Regular Board Meeting
Wednesday, December 14, 2022, 6 p.m.	Work Session
Monday, December 19, 2022, 7 p.m.	Regular Board Meeting
Wednesday, December 28, 2022, 6 p.m.	Work Session
Tuesday, January 3, 2023, 7 p.m.	Regular Board Meeting
Wednesday, January 11, 2023, 6 p.m.	Work Session
Tuesday, January 17, 2023, 7 p.m.	Regular Board Meeting
Wednesday, February 1, 2023, 6 p.m.	Work Session
Monday, February 6, 2023, 7 p.m.	Regular Board Meeting
Wednesday, February 15, 2023, 6 p.m.	Work Session
Tuesday, February 21, 2023, 7 p.m.	Regular Board Meeting
Wednesday, March 1, 2023, 6 p.m.	Work Session
Monday, March 6, 2023, 7 p.m.	Regular Board Meeting
Wednesday, March 15, 2023, 6 p.m.	Work Session
Monday, March 20, 2023, 7 p.m.	Regular Board Meeting
Wednesday, March 29, 2023, 6 p.m.	Work Session
Monday, April 3, 2023, 7 p.m.	Regular Board Meeting
Wednesday, April 12, 2023, 6 p.m.	Work Session
Monday, April 17, 2023, 7 p.m.	Regular Board Meeting
Wednesday, April 26, 2023, 6 p.m.	Work Session
Monday, May 1, 2023, 7 p.m.	Regular Board Meeting
Wednesday, May 10, 2023, 6 p.m.	Work Session
Monday, May 15, 2023, 7 p.m.	Regular Board Meeting
Wednesday, May 31, 2023, 6 p.m.	Work Session
Monday, June 5, 2023, 7 p.m.	Regular Board Meeting
Wednesday, June 14, 2023, 6 p.m.	Work Session
Tuesday, June 20, 2023, 7 p.m.	Regular Board Meeting
Wednesday, July 12, 2023, 6 p.m.	Work Session
Monday, July 17, 2023, 7 p.m.	Regular Board Meeting
Wednesday, August 16, 2023, 6 p.m.	Work Session
Monday, August 21, 2023, 7 p.m.	Regular Board Meeting
Wednesday, August 30, 2023, 6 p.m.	Work Session
Tuesday, September 5, 2023, 7 p.m.	Regular Board Meeting
Wednesday, September 13, 2023, 6 p.m.	Work Session
Monday, September 18, 2023, 7 p.m.	Regular Board Meeting

Wednesday, September 27, 2023, 6 p.m.	Work Session
Monday, October 2, 2023, 7 p.m.	Regular Board Meeting
Wednesday, October 11, 2023, 6 p.m.	Work Session
Monday, October 16, 2023, 7 p.m.	Regular Board Meeting
Wednesday, November 1, 2023, 6 p.m.	Work Session
Monday, November 6, 2023, 7 p.m.	Regular Board Meeting
Wednesday, November 15, 2023, 6 p.m.	Work Session
Monday, November 20, 2023, 7 p.m.	Regular Board Meeting
Wednesday, November 29, 2023, 6 p.m.	Work Session
Monday, December 4, 2023, 7 p.m.	Annual Org. Mtg & Regular Board Meeting

DESIGNATION OF THE OFFICIAL VILLAGE DEPOSITORIES AND AUTHORIZED CHECK SIGNERS.

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown hereby designates that the J P Morgan Chase Bank, Key Bank, Valley Bank, Tompkins Bank, RBC Bank (for LOSAP) and NY CLASS be designated as official depositories for the Village of Tarrytown. All checks drawn on the payroll shall be signed by Village Treasurer Antoinette Morales and all checks drawn on accounts other than payroll funds shall be signed by Mayor Brown and Village Treasurer Antoinette Morales; the signatures of Treasurer Morales and Mayor Brown may be manual or by an automatic signing device. The Deputy Mayor is authorized to sign in the absence or unavailability of Mayor Brown and Deputy Treasurer Azucena “Susy” V. Molina is authorized to sign in the absence or unavailability of the Treasurer.

DESIGNATION OF AN OFFICIAL NEWSPAPER

On a motion made by Trustee Mitchell, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown hereby designates The Journal News as the Official Newspaper of the Village of Tarrytown.

RE-APPOINTMENT OF FINANCIAL ADVISOR SERVICES

On a motion made by Trustee Rinaldi, and seconded by Trustee Deputy Mayor McGovern the following resolution was unanimously approved. Approved: 7-0

On a motion made by Trustee Rinaldi, and seconded by Deputy Mayor McGovern the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby appoint the firm of Capital Market Advisors, LLC as the Official Financial Advisors for the Village of Tarrytown.

RE-ADOPTION OF THE VILLAGE OF TARRYTOWN BOARD OF TRUSTEES OFFICIAL RULES OF PROCEDURE

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown, pursuant to New York State Village Law, Section 4-412(2), hereby designates the following Official Rules of Procedure (as attached to the minutes of this meeting). Said Rules of Procedure also are subject to other provisions of New York Law and the Village of Tarrytown Code and shall govern the meetings of the Board of Trustees of the Village of Tarrytown.

PART A: MEETINGS
SECTION 1 - Regular Meetings

The Board of Trustees generally will hold regular meetings on the 1st and 3rd Monday of each month, with the exception of the months of July and August, when the meeting shall be held on the 3rd Monday of the month and due to conflicts with holidays, the following Tuesdays: January 3, 2023, January 17, 2023, February 21, 2023, June 20, 2023 and September 5th, 2023. All such regular meetings shall commence at 7:00 PM, unless set for another time by action of the Board of Trustees and shall be conducted in the Boardroom at the Village Hall, or by other means and location pursuant to applicable provisions of law, including but not limited to the NY State Open Meetings Law, the applicable provisions of law as may be set forth in Executive Orders of the Governor, or any other applicable provisions of law or order. Any deviation from this schedule shall be determined by the Board of Trustees.

SECTION 2 - Special Meetings

Special Meetings of the Board of Trustees are all those Board meetings other than regular meetings. A special meeting may be called by the Mayor or by three (3) members of the Board of Trustees upon notice to the entire Board. Notice shall be given in accordance with law.

SECTION 3 - Executive Sessions

Executive Sessions shall be held in accordance with the New York State Public Officers Law §105. All executive sessions shall be commenced in a public meeting (See Part C, Section 4).

SECTION 4 – Work Sessions

Work Sessions of the Board of Trustees shall be held on the Wednesday before the Monday Board of Trustees meeting noted in Section 1 hereinabove. These meeting are open to the public; however, the public shall not be permitted to comment on any issue. Individuals or groups invited to meet with the Board of Trustees at the Work Session for specific agenda items shall be permitted to comment on that specific agenda item. Notice shall be given in accordance with law.

PART B: POLICIES

SECTION 1 – Quorum

A quorum of the Board of Trustees shall be required to conduct business. A quorum of the seven (7) member Board shall be four (4).

SECTION 2 - Voting

Pursuant to Village Law each member of the Board of Trustees shall have one vote. The Mayor may vote on any matter and must vote in case of a tie. The affirmative vote of four (4) members of the Board is necessary to pass a matter unless otherwise specified by New York State Law.

SECTION 3 - Agendas

The agenda shall be prepared by the Village Clerk, in cooperation with the Village Administrator by Friday preceding the Monday meeting. An item may be placed on the agenda at any time, including during the meeting, by consent of a majority of the Board.

SECTION 4 - Order of Business

The order of business shall be:

- Call to order
- Miscellaneous and Liaison Reports
- Changes and/or Additions to the Agenda
- Village Administrator's Report
- Public Hearings and/or Public Information Meetings

- Opportunity for the Public to Address the Board only on Agenda Items
- Resolutions
- Approval of Minutes
- Approval of Audited Vouchers
- Opportunity for the Public to Address the Board
- Adjournment

The order of business need not be followed if the Mayor determines that it is appropriate to deviate.

SECTION 5 – Minutes

Minutes at all Board of Trustee meetings shall be the responsibility of the Village Clerk, who pursuant to approval from the Board of Trustees may employ the services of a person to take minutes. Minutes of an open meeting shall consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.

Minutes of an executive session shall be taken of any action that is taken by formal vote and shall consist of a record or summary of the final determination of such action and the vote thereon; provided, however, that such summary need not include any matter which is not required to be made public by the New York State Freedom of Information Law.

Minutes need not contain a summary of the discussion leading to action taken or include verbatim comments unless a majority of the Board resolves to have the Clerk do so. Minutes shall be considered for approval at the next Board meeting after the minutes are received by the Village Clerk.

PART C: RULES AND PROCEDURES

SECTION 1 - General Rules of Procedure

The Mayor shall preside at meetings of the Board of Trustees. In the Mayor's absence the Deputy Mayor shall preside. In the absence of the Mayor and the Deputy Mayor, the remaining members of the Board of Trustees shall decide which member shall serve as the presiding officer. Board members are not required to rise but must be recognized by the presiding officer before making motions and speaking. A member once recognized shall not be interrupted when speaking unless it is to call the member to order. If a member, while speaking, be called to order, he or she shall cease speaking until the question of order is determined, and, if in order, he or she shall be permitted to proceed.

There is no limit to the number of times a Board Member may speak on a question.

Motion to close or limit debate may be entertained but shall require the affirmative vote of four (4) members of the Board.

Procedural questions which are not governed by New York State law or the Village Code or addressed in these Rules of Procedure shall be determined in accordance with Robert's Rules of Order.

SECTION 2 - Guidelines for Public Comment

The public shall be allowed to speak only during Public Hearings and Public Comment periods.

General Requirements

Speakers must be recognized by the presiding officer.

Speakers must step to the front of the room and speak into the microphone or at the lectern should one be provided. Speakers are not to approach the dais without invitation and are directed to make their remarks from the microphone or lectern.

Speakers must give their name, address and organization represented, if any.

No items or documents may be placed on the dais or presented to the Board unless either authorization is requested and granted by the presiding officer or a Board member specifically requests to see an item. All items for presentation that are granted authorization or requested by a Board member shall be presented to the Village Clerk who shall pass it the Board.

Public Hearings

Speakers shall have three (3) minutes to address the Board of Trustees on the specific matter that is the subject of the Public Hearing before yielding to the next speaker.

Public Comment

Speakers shall have three (3) minutes to address the Board of Trustees before yielding to the next speaker.

Board members may interrupt a speaker during the speaker's remarks, but only for the purpose of asking questions of the speaker for purposes of clarification, information or to ask follow-up questions.

All remarks shall be addressed to the Mayor and Board of Trustees.

Board members may respond to questions or comments at their discretion.

Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste and shall not use foul language, display unacceptable behavior, or be disruptive of the proceedings.

A timer shall be utilized that will beep or produce another sound to indicate that a speaker's three (3) minute time limit for Public Comment or three (3) minute time limit has been reached. Upon being notified that his or her time limit has been reached, a speaker shall cease speaking, leave the microphone or lectern, if one is provided, and return to his or her seat.

The presiding officer may modify these guidelines if warranted.

SECTION 3 - Use of Recording Equipment

All members of the public and all public officials are allowed to photograph and tape or video record public meetings so long as the photography or recording is done in a manner which does not interfere with the meeting. The presiding officer may make the determination that the photography or recording is being done in a manner that interferes with the meeting after taking into consideration attendant movement and activity, distance from the deliberations of the Board, noise, size of equipment, ability of the public to participate in the meeting notwithstanding the photography or recording, and any other pertinent factor. If the presiding officer makes the determination that the photography or recording is interfering with the meeting, the presiding officer may request an accommodation to avoid the interference and if not sufficient or complied with, order the photography or recording to be stopped.

SECTION 4 - Executive Session Policy

It is the policy of the Board of Trustees of the Village of Tarrytown to conduct Village business in an open fashion and to make available as much information as may legally and practically be disseminated.

The New York State Open Meetings Law authorizes the Board to conduct business in executive session in a number of areas. These include:

1. Matters which will imperil the public safety if disclosed;

2. Matters which may disclose the identity of a law enforcement agent or informer;
3. Information relating to criminal investigations which would imperil effective law enforcement if disclosed;
4. Discussions relating to proposed, pending or current litigation;
5. Collective bargaining negotiations;
6. Personnel matters relating to particular individuals; and
7. The proposed acquisition, sale, or lease of real property or securities when disclosure would substantially affect the value.

The Board recognizes that it is authorized to use executive sessions in these and other situations, but will do so with restraint.

To maintain confidentiality and to encourage the uninhibited discussion of the subject matter in Executive Session, all statements made and positions taken by all participants must remain confidential and may not be disclosed by any participant unless and until disclosure is authorized by affirmative vote of four (4) members of the Board.

It has been and continues to be the practice of the Board that all members of the Board, acting together, come to agreement by consensus on the specific information which is to be released to the public, the suitable vehicle for reporting that information, and the timing of the reporting.

REVIEW AND RE-ADOPTION OF PROCUREMENT POLICY

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown has reviewed the Village of Tarrytown Procurement Policy, pursuant to Paragraph 8 of the policy and does hereby approve the said policy for the 2022-2023 year.

VILLAGE OF TARRYTOWN INVESTMENT POLICY

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby re-adopt the Investment Policy for the Village of Tarrytown which applies to all moneys and other financial resources available for investment on its own behalf or on behalf of any other entity or individual.

VILLAGE OF TARRYTOWN FUND BALANCE POLICY

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby re-adopt the Fund Balance Policy to maintain an unrestricted fund balance in a range between 15% and 25% of expenditures, and that it should not go below 10% except for emergencies or other extenuating circumstances; and

BE IT FURTHER RESOLVED that if the Village realized an unrestricted fund balance in excess of 25% of expenditures at the end of any fiscal year, the Village would utilize those funds for proper uses such as capital expenses, reduction or avoidance of debt, or establishment of a reserve for defined long-term financial exposures.

Trustee Rinaldi thanked everyone for voting, and he feels it's an honor to serve the residents of Tarrytown with the Mayor and the entire Board.

Trustee Mitchell agreed with Trustee Rinaldi's sentiments, and looks forward to serving the residents over the next two years. He is thankful to be elected into the position, and thanked everyone.

Trustee Hoyt thanked all the residents who voted for him the past 16 years. He was born and raised in Tarrytown, and it is truly an honor for him to serve the Village for the next two years.

REGULAR MEETING AGENDA

The Regular Board of Trustees Meeting started at 7:28 pm.

BOARD MISCELLANEOUS AND LIAISON REPORTS

Trustee Phillips-Staley congratulated her peers on their reelection.

Trustee Kim reported that TEAC has set their priorities for 2023, and that they are also participating in the Hackley Community Fair tomorrow morning. The fair is geared towards educating students on what TEAC is involved in and their ongoing projects. As for the Transportation and Mobility Council, co-chairs Tom and Mitch were long standing members with over a decade of service each and they both wished to not be reappointed. Thank you Mitch and Tom for your many years of service to the Village.

Trustee Hoyt reported that the Tarrytown Police Department have partnered with Sleepy Hollow for its annual toy drive. Unwrapped new toys will be accepted until Friday, December 16th. Toys will be distributed to local families in the community as well as at the Community Opportunity Center. The Tarrytown Police Department also wishes to remind residents to lock their cars and do not leave your key fob in the car. There has been an uptick of incidents of stolen cars. Trustee Hoyt continued by stating that in 2018 a young woman was murdered in Tarrytown, and after a four week trial the defendant was recently convicted of murder in the second degree. This conviction is truly a testament to the exceptional work our Police Department does on a daily basis. We live in a Village where our emergency first responders are the best in the game. Our Police, Fire and EMS, there is no one better. We are truly lucky to have these men and women here for us 24 hours a day, seven days a week. Thank you. On another note, Riverside Hose is having its annual Christmas tree sale, so stop on by if you are in need of a tree or a wreath. In conclusion, in November the Tarrytown PD participated in No Shave November and raised over \$1,200.00 which was donated to the American Cancer Society. Trustee Hoyt stated that he will personally donate \$1,200.00 to the American Cancer Society as well.

Deputy Mayor McGovern wished to thank everyone who was involved in this past weekend's holiday tree lighting. It was a lovely evening which included strolling minstrels, singing, lighting the tree and the TaSH Holiday Market. Each year it gets better and better. Thank you to our DPW, Parks and Recreation, Police Department and the Volunteer Fire Department. Everyone did a fantastic job. Mayor Brown thanked the Chamber of Commerce for organizing the event, getting the trolley and all the merchants who participated.

CHANGES AND/OR ADDITIONS TO THE AGENDA

Item number 48 on the agenda will be tabled for the time being. The purchaser changed their mind, so it will be placed back up for auction.

ADMINISTRATOR'S REPORT

Administrator Slingerland reported that the final presentation from the Cornell Professors Climate Adaptive Design Studio will be taking place on December 12, 2022 from 1:30 to 4:30 at the Tarrytown Senior Center. All are welcome to attend. In addition, filming will be

taking place on Main Street this Friday from 7:00 am to 3:00 pm. There will be an impact on parking, so please plan accordingly.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD ONLY ON ITEMS LISTED ON THE AGENDA, OTHER THAN PUBLIC HEARING ITEMS. SPEAKERS SHALL HAVE THREE (3) MINUTES EACH TO ADDRESS THE BOARD OF TRUSTEES

There were no speakers in attendance or online.

AUTHORIZATION TO ISSUE LETTER TO STATE HISTORIC PRESERVATION OFFICE REQUESTING ADDITIONAL TIME FOR CONSIDERATION OF THE JOHN D. MCKEAN FIREBOAT APPLICATION FOR STATE HISTORIC PRESERVATION STATUS

On a motion made by Trustee Rinaldi, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

WHEREAS the Village Administrator received notice on November 1, 2022 indicating that an application on behalf of the John D. McKean Fireboat with a home port address at the Tarrytown Marina in Tarrytown, NY would be considered at the December 8 meeting of the New York State Board for Historic Preservation; and

WHEREAS the Village of Tarrytown is the sole owner of Tarrytown Marina, and the Board of Trustees is authorized to manage and protect Village property as per NY Village Law § 4-412(1); and

WHEREAS the Board of Trustees did not consent to having the John D. McKean Fireboat dock at its marina, nor were they advised prior to application by the proprietor of the vessel of an application for State Historic Preservation Status for the John D. McKean Fireboat at the Tarrytown Marina; and

WHEREAS the Board of Trustees of the Village of Tarrytown is willing to consider hosting the John D. McKean Fireboat at the Tarrytown Marina, recognizing its historic value and potential attraction as a site inviting tourism and educational opportunities on the Tarrytown waterfront; and

WHEREAS to give full consideration to the proposal, the Board of Trustees requires additional information and a detailed understanding of the long-term implications of hosting the John D. McKean Fireboat given that home port designation that is associated with State Historic Preservation status is not easily altered;

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown hereby authorizes the Village Administrator to submit a letter to the New York State Parks, Recreation and Historic Preservation Office indicating that the Village requires additional time before submitting a comment on the application, and is requesting that the agenda item be continued to the next 2023 meeting of the New York State Board of Historic Preservation.

RENEWAL OF CONTRACT WITH CAPITAL MARKET ADVISORS

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby authorize and direct the Village Administrator to execute the renewal agreement with Capital Markets Advisors, LLC (CMA) of Great Neck, New York for financial advisory services for the Village of Tarrytown.

DECLARATION OF SURPLUS EQUIPMENT - PARKS DEPARTMENT

On a motion made by Trustee Mitchell, and seconded by Trustee Hoyt the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby declare the following Parks Department vehicle as surplus and ready for disposal by auction:

- 2010 Mercury Mariner – the last four numbers of the vehicle identification number are 4571

FEE DISCOUNT FOR VETERANS FOR PEDDLER’S PERMIT

On a motion made by Deputy Mayor McGovern, and seconded by Trustee Hoyt the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby authorize an amendment to the Master Fee Schedule to allow Veterans of the United States Military to receive a twenty (20) percent discount off of the annual fee of a Peddlers Permit.

AUTHORIZE A STEP INCREASE FOR MAINTENANCE MECHANIC/UTILITY WORKER

On a motion made by Trustee Mitchell, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown hereby authorizes a one-step increase for Filip Michalski in the position of Maintenance Mechanic Utility Position to Step 2, in the Department of Public Works Water Department at an annual starting salary of \$81,071.00, with the new salary effective December 5, 2022, subject all prior requirements of Civil Service for his appointment.

APPROVAL OF THE MINUTES OF THE BOARD OF TRUSTEES MEETING OF NOVEMBER 21, 2022

On a motion made by Trustee Hoyt, and seconded by Trustee Rinaldi the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve the minutes of the Board of Trustees Meeting held on Monday, November 21, 2022 as submitted by the Village Clerk.

APPROVAL OF AUDITED VOUCHERS

On a motion made by Trustee Hoyt, and seconded by Trustee Mitchell the following resolution was unanimously approved. Approved: 7-0

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby approve Abstract No. 10 of Audited Vouchers in the total amount of \$206,041.33 as presented by the Village Treasurer, to be paid in the following amounts:

General	\$ 174,312.45
Water	\$ 26,026.35
Sewer Fund	\$ 1,314.57
Capital	\$ 0.00
Library	\$ 4,387.96
Trust & Agency	\$ <u>0.00</u>
Total	\$ 206,041.33

Roll Call: Trustee Hoyt; Yes, Trustee Kim; Yes, Trustee Mitchell; Yes; Trustee Rinaldi; Yes, Trustee Phillips-Staley; Yes, Deputy Mayor McGovern; Yes, Mayor Brown; Yes.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD ON ITEMS NOT INCLUDED ON THE AGENDA. SPEAKERS HAVE THREE (3) MINUTES BEFORE YEILDING TO THE NEXT SPEAKER.

Dolf Beil from White Plains informed the Board of Trustees that the CPMC Committee is not listed in the drop down menu on the Village website. He feels that volunteering is important, and the committees are important. This should be listed on the on the website so that individuals who wish to volunteer know that it is a committee they can volunteer for. Mayor Brown responded by stating that the CPMC Committee was first organized after the CPMC was in place as a way to advance the comprehensive plan. For many years they did just that. In addition, the Placemaking Committee and the Housing Action Task Force came out of that. Members of the CPMC as well as the Board of Trustees now feel that the committee it is no longer able to advance the comprehensive plan in a meaningful way. The Board of Trustees has decided to take ownership of the CPMC to make sure what we do works with the comprehensive plan. The committee members along with the BOT have decided to disband the CPMC and it will no longer be a committee you can apply for. Mayor Brown noted that there were no liaisons to committees appointed during the organizational meeting because the board wishes to make sure that we are all marching in the same direction to the tune of our comprehensive plan. Mr. Beil replied that he encourages the board to look at the scoresheet he put together using the comprehensive plans roughly 70 action items. When Mr. Beil completed the score sheets he believes that only 30 percent of the items have been completed. What have we done about the station area zoning, parking, housing affordability, volunteerism, transportation, wayfinding, historic Tarrytown, energy and trails and open spaces? Please look at the scoresheet and use it as a roadmap to the direction of Tarrytown should be moving in. He would be pleased to work with the board in any way they see fit. Mr. Beil asked if the Communications Committee was disbanded as well. Deputy Mayor McGovern replied that the Communications Committee was established to work with cable companies and Verizon with negotiations. Mayor Brown noted that it wasn't communications as to how we communicate with one another within the village. That is another reason why we want to take a step back on liaisons, how we communicate with one another, the community and the employees who help run the village. Mr. Beil suggested that whatever committees are going to be present moving forward should be listed on the website with a description.

Dean Gallea from Wildey Street inquired if the committee appointments were made. The board confirmed they were already done. Mr. Gallea thanked the board for reappointing him Co-Chair of TEAC. Mayor Brown and the rest of the board thanked him for all that he does for the Village and TEAC.

Deputy Clerk Fasman wished to remind everyone that there will be a Blood Drive this Thursday at the Senior Center. You can register online for an appointment. Every donation can save up to three lives.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:53 pm on a motion made by Trustee Hoyt, and seconded by Trustee Kim with all voting aye: 7-0

Kristine Gilligan
Village Clerk