

**MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF
BRONXVILLE HELD ON APRIL 12, 2010 AT THE VILLAGE HALL, 200 PONDFIELD ROAD,
BRONXVILLE, N.Y.**

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PRESENT: Mary C. Marvin Mayor
Glenn D. Bellitto Trustees
William H. Barton, Jr.
Anne W. Poorman
Robert S. Underhill

ALSO PRESENT: Harold Porr III Village Administrator
James Staudt Village Attorney
Robert Fels Village Treasurer

WORK SESSION & EXECUTIVE SESSION

The meeting was called to order at 6:41PM on the motion of Trustee Bellitto, second by Trustee Barton. In attendance were Mayor Marvin, Trustee Bellitto, Trustee Underhill, Trustee Poorman, Trustee Barton, Village Administrator Porr, and Village Attorney Staudt.

The Board discussed revaluation issues and reviewed the meeting agenda.

On motion of Trustee Poorman, second by Trustee Barton, the Board entered into Executive Session at 6:58PM to discuss personnel matters in the Village court office and to seek legal advice regarding private property.

On motion of Trustee Underhill, second by Trustee Bellitto, the Board closed Executive Session at 6:58PM.

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Mayor Marvin called the meeting to order at 8:02PM.

SWEARING IN OF MAYOR AND TRUSTEES

Judge Mayer swore in Justice George C. McKinnis and Trustee Anne W. Poorman. Judge George C. McKinnis swore in Trustee William H. Barton.

ANNUAL APPOINTMENTS

Mayor Marvin announced the following appointments:

<u>Office</u>	<u>Term</u>	<u>Name</u>
Village Administrator	1 year term	(incumbent) Harold Porr III
Deputy Mayor	1 year term	(incumbent) Glenn D. Bellitto
Collector of Taxes	2 year term	(incumbent) Robert J. Fels
Village Assessor DeBellis	1 year term	(incumbent) Anthony
Deputy Village Clerk	1 year term	(incumbent) MaryAnn Urrico
Deputy Treasurer/Tax Assessment	1 year term	(incumbent) Janet Grosso
Parking Violations Hearing Officer	1 year term	(incumbent) Patricia M. Smith
Village Historian	1 year term	(incumbent) Eloise L. Morgan
Registrar of Vital Statistics	4 year term	Susan Laughlin

TRUSTEE ASSIGNMENTS

Mayor Marvin announced the following Trustee liaison assignments:

Trustee Glenn D. Bellitto -

- Deputy Mayor
- Police
- Parking
- Assessor Liaison
- Senior Citizens

Trustee Robert S. Underhill

- Finance Committee
- Planning & Zoning Boards
- School Finance
- Tennis/Paddle Liaison
- Eastchester Town Budget
- Real Estate Related Matters

Trustee Anne W. Poorman

- Library Board
- School and Youth Liaison
- Chamber of Commerce
- Village Court

Trustee William H. Barton, Jr.

- Department of Public Works/Quality of Life Issues
- Eastchester Fire Department
- Cable
- Lawrence Hospital

RESOLUTION REGARDING ANNUAL ACTIONS

Mayor Marvin announced the following annual authorizations:

- | | |
|-------------------------------------|---|
| Auditor to Board of Trustees | Village Administrator for a 1 year term - for the purpose of checking monthly abstracts of purchases as prepared by the Village Treasurer, Village Administrator/Clerk. |
| Auditor to the Justice Court | Village Treasurer Robert J. Fels |
| Village Auditor | Bennett, Kielson, Storch & DeSantis, the Government Services Division of O'Connor, Davies, Munns & Dobbins, LLP |
| Signatures | Section 1. Checks drawn on the bank accounts of the Village of Bronxville may be signed by any two of the following: Mayor, Deputy Mayor, Village Administrator or Treasurer

Section 2. Checks drawn on the account of Justice Court of the Village of Bronxville, established for deposit of fines, fees and forfeited bail, shall be signed by a Village Justice.

Section 3. Bank transfers and Federal wire transfers to be signed by any two of the following: Mayor, Deputy Mayor, Village Administrator or Treasurer. |
| Bank Depositories | Authorize depositories for Village funds with J.P. Morgan Chase Bank, Hudson Valley Bank and HSBC |
| Surety Bonds | That surety bonds be filed in the following amounts:
All employees \$200,000 per loss
Premiums to be paid by Village |

Official Newspaper

Designate “The Journal News” as the official newspaper for the Village of Bronxville until such time as the Village Board of Trustees determines otherwise. Publication of legal notices will appear as required.

Meeting Date

Resolve that the regular meeting date of the Board of Trustees will be held at 8:00 PM on the 2nd Monday of each month, excluding the month of August when there will be no meeting.

BOARDS AND COMMITTEES

Mayor Marvin announced the following appointments:

To the **Finance Committee** – Victor M. Samra, Jr. and Louis Parks reappointed for two year terms to 2012.

To the **Planning Board** – Gary Reetz appointed as an alternate for a three year term to 2013.

To the **Zoning Board of Appeals** – Betty Crowley and William Fredericks reappointed to a five year term to 2015; Eric Haims appointed as an alternate for a two year term to 2012; and, Stuart Mackintosh appointed as an alternate for a two year term to 2012.

To the **Library Board of Trustees** – Kathy Mullen for a five year term to 2015; and Chris Zufelt for a five year term to 2015.

To the **Ethics Board** –William H. Slattery and John Hill reappointed for a two year term to 2012; William G. Primps reappointed as Counsel for a one year term to 2011.

To the **Cable TV Committee** – Sheryl Donner, Mike Bishara, Thatcher Drew, Richard Duke, Tom Leahy, Peter Lucursi, Rick Pyle, Nancy Vittorini, John Kehoe, Tom Kennedy, Peter North, and Manny Foglio.

To the **Citizen’s Advisory Committee** - Aisling DeSola, Andrea Thurm, Barbara White, Bill Dowling, Bill Grealy, Carol Holley, Cindi Callahan, Florence Kooluris, Gary Finger, Joseph Villanueva, Kim Oliver, Liza Near, Maggie Marrone, Martin Palmeri, Robert Rabsey, Roddy MacFarquhar, Sondra Luger and Tom Troja.

MAYOR’S REPORT

I am pleased to report that the Trustees and I were able to produce our second consecutive budget with a 0% tax increase. It did not come without pain. It is recognition that during these challenging times, we cannot add to our residents’ tax burden.

Since 40% of our budget is generated by non-property tax revenues, the fiscal downturn affected us dramatically. Every one of our revenue sources dropped appreciably, so difficult choices had to be made. Positions in both the Police and the Public Works departments will go unfunded, though services will not be impacted. We will continue to function without a front desk staffer and one secretary will work for seven of us in Village Hall.

We also had several line items that realistically had to be increased, most notably police overtime. Due to the recent bank robberies and the ensuing investigation and surveillance needs, combined with the unanticipated influx of teens on weekend nights, we had to add officers to some shifts. Since safety has to be our number one priority, these funds had to be allocated.

To reach our zero, we did dip into some one time rainy day funds and closed out some capital project funds that were allocated in the past but not used.

We also had to increase some user fees to generate additional revenue. We are increasing our alarm permit fee from \$25 to \$50 per year. This fee had not been increased in 19 years. Our building permit fees, unchanged since 1996, will be raised. Despite the increase, they will still remain lower than permit fees in neighboring Eastchester and Tuckahoe. We will also charge utilities a higher fee for street opening permits, again just bringing our fee structure in line with other municipalities.

The change that will be most noticeable is our decision to enforce our parking meter usage beginning at 8AM instead of beginning at 9AM. The Village actually has the authority to enforce from 7AM to 9PM but we have traditionally only enforced from 9AM to 6PM. It is estimated that this additional hour of meter usage will generate almost \$80,000 annually. We plan to have an aggressive public relations campaign so residents and guests will not be caught unaware of the new hours.

We have tapped into every resource, revisited all of our expenditures and capital projects, re-bid our contracts and trimmed the staff to bare bones. I honestly believe we have nothing left to trim going forward without causing an impact on the services that make our Village unique.

In other developments, the County's Affordable Housing Implementation Plan which must be approved by HUD, has been rejected for a second time. As a result, the County has now hired a public relations/information gathering firm to interact with the municipalities. No one has reached out to us as of yet.

The Village was selected as one of the five "greenest" in Westchester County. I want this award to serve as a motivator to spur us on to do more. My hope would be that we lead the effort in discontinuing the use of chemicals and pesticides on private as well as public property.

The Trustees and I have discussed putting a policy in place to ensure equitable assessments and defined taxation procedures for the Village going forward so we do not lose the value of all the work we have done so far.

In consultation with our Assessor, Assessing Consultant and the members of our Board of Assessment Review, we will be bringing forward our plan at the May meeting.

Also, in order to make the entire process more consistent with the State of New York's Office of Real Property Services valuation date as well as that of our towns, we are asking counsel to direct us on how to switch our valuation date from January 1st to July 1st.

In other news.....

As a result of the recent water main break situation and some ensuing confusion about the use of water, we have now added an emergency announcement section to the Village website. This is in addition to our "e-alert" computer messages so now you can also go directly to our website to receive emergency information.

Problems with the MTA tracks continue and the response has been really disheartening. Thanks to the intervention of Senator Klein, we are getting some attention.

The update from the MTA is that they did perform "tamping" on the rails but this did not solve the issues. They said they would send someone out this week to assess the issue and would provide the Senator's office with an exact time and date so I may attend as well.

I wanted to mention that there is a wonderful event at the school this weekend, the 16th and 17th, to raise funds to refurbish the auditorium. It is an original musical production performed by our students and written by former Villager and Emmy and Grammy award winner, Joe Raposo, who lived in the Village until his death in 1989. To order tickets, either call the school foundation or go on-line to www.bronxvilleschoolfoundation.org.

Finally, I also encourage you to mail in your Census form. If not done, by April 15th, you will receive a visit by a Census worker at your home. The accurate counting of our residents is vital for the receipt of every kind of aid for the next ten years.

TRUSTEE REPORTS

Trustee Bellitto reported on the Green Committee. Bronxville was named one of the five greenest communities in Westchester County by Grass Roots. The Village has made great strides and the Green Committee is building upon its efforts and getting increased participation from residents. On April 22nd, the Bronxville School is hosting a "Walk to School" Day.

Police - there was one felony and 13 misdemeanors during the month of March.

Parking - revenues were higher than last year and than budget.

United Water - the Trustees have reviewed the increase in the fees and have hired an attorney to challenge this increase.

Mike Frittola of Senator Jeff Klein's office presented Mayor Marvin and the Trustees with a proclamation from the State recognizing Bronxville's efforts on being a green community.

Trustee Barton thanked the residents for electing him to another term.

Financial – Trustee Barton reported that the Village is in good shape thanks to strong control on expenses.

Trustee Underhill reported on the Planning Board and reviewed upcoming meeting dates.

Kensington Road Project – the Trustees have determined that of the proposals received none meet the requirements necessary so they will continue to be open to receipt of proposals that will hopefully meet objectives.

Trustee Poorman reported on the Chamber of Commerce. There will be several store openings in the next few weeks. Some stores are expanding and others are moving. The Farmer's Market will be commemorating Earth Day on April 24th by selling their wares on Park Place.

Trustee Poorman thanked residents for re-electing her as Trustee for another term.

APPROVAL OF MINUTES

On motion of Trustee Bellitto, second by Trustee Barton, the Board approved the minutes of the Regular Meeting on March 8th, 2010; Budget Workshop of March 24, 2010; Budget Workshop of March 25, 2010; and, Budget Workshop of April 6, 2010.

PUBLIC HEARINGS

2009/2010 Budget – Robert Fels

On motion by Trustee Underhill, second by Trustee Barton, the public hearing was opened for the 2010/2011 Budget.

Village Treasurer, Robert Fels, gave an overview of the proposed budget for 2010/2011. He reported that the spending increase is less than 2%. The major components of this are salaries and benefits. This year the Village was able to reduce the total costs of benefits by switching from MEBCO to the Empire Plan.

Treasurer Fels said that the operating costs reflect maintenance contracts, office supplies, professional fees, etc. The largest expense is the projected increase of fees from United Water. Debt service is projected to decrease.

Some of the trust accounts have been tapped into in order to reduce the pressure on the tax levy.

Trustee Bellitto thanked Treasurer Fels for his hard work and commented that this budget season was the toughest he has seen.

Trustee Barton also thanked Treasurer Fels for his work. He wanted to explain that the school is 83% and the Village 17% out of 100% of the Village property tax levy.

Treasurer Fels reported that no services have been cut, that one position in the Department of Public Works has not been funded as well as one and a half in the Police Department.

Trustee Poorman thanked Treasurer Fels and Village Administrator Porr for their hard work and determination to get the 0% increase.

Trustee Underhill said that Treasurer Fels kept the big picture in mind and asked that he explain what the objective is for the general fund balance.

Treasurer Fels reviewed the fund balance, which reflects the excess or shortfall of expenditures. He commented that the Village needs to be careful about relying on the fund balance to balance the budget. This could affect our excellent bond rating in the future.

Jackie Bunn, President of the Senior Citizens Council, spoke about the drastic drop in funding in the proposed budget. She said that the programs add value for the life of the seniors here in the Village. There are a minimum of 6 activities a week for 27 weeks a year. The Council has had a long standing relationship with the Village. At the request of the Village, they raised dues for membership and altered the parking raffle. They are able to offer quality programs and need to know where they are going forward. They certainly can rely on their endowment fund but only for a short time. Any monies received from the Village have been used for salary. If the Village is not supporting the relationship with the seniors, then people will move out once their children leave the high school.

Mayor Marvin replied the Trustees had to make difficult decisions but these decisions did not affect services related to safety and quality of life. She feels the Village has been generous to the seniors. She commented that both Yonkers and Mount Vernon have not contributed a dollar to the program and there are many members from these municipalities.

Mr. Thomas Wolff, 230 Pondfield Road, asked Village Attorney, James Staudt, if he approved the closing of all trust accounts.

Village Attorney, James Staudt, responded that it is not his function to approve the closing of the trust accounts and if there is a specific question or legal issue he would discuss it with Village Treasurer, Robert Fels.

Megan McKinley, 6 Crampton Road, inquired about the cuts to the library hours.

Mayor Marvin answered that the library received the same funding they received last year. The library can do with the money as they see fit including changing hours, the purchasing of books, staffing, etc.

Ms. McKinley commented that the library is a nice resource for the seniors. She then moved on to asking about once a week pick up of trash and if this was discussed during budget discussions.

Mayor Marvin said that once a week pick up does not offer much savings and that Superintendent of Public Works, Rocco Circosta, did an analysis on this.

Trustee Underhill commented that this has been looked at for the last two years.

There being no further comment, on motion by Trustee Underhill, second by Trustee Poorman, the public hearing was closed at 9:03PM.

NEW BUSINESS

RESOLUTION - ADOPTION OF BUDGET FOR 2010/2011

On motion of Trustee Barton, second by Trustee Poorman, the following resolution was unanimously approved:

WHEREAS, upon presentation of the tentative budget for fiscal year 2010-2011, the Board of Trustees reviewed said tentative budget and made such changes, alterations and revisions as it considered advisable; and

WHEREAS, the Board of Trustees held a duly noticed public hearing on the tentative budget, as changed, altered and revised; and

WHEREAS, after completion of the public hearing, the Board of Trustees further changed, altered and revised the tentative budget in accordance with applicable provisions of the Village Law;

NOW THEREFORE BE IT RESOLVED, that the above-described budget, including such changes, alterations and revisions as have been made by the Village Board since the filing of the tentative budget with the Village Clerk, is hereby adopted as the budget of the Village of Bronxville for the fiscal year 2010-2011.

RESOLUTION – Office of Court Administration Grant

On motion of Trustee Underhill, second by Trustee Bellitto, the following resolution was unanimously approved:

BE IT RESOLVED that the Board of Trustees authorizes the Village Treasurer to establish a capital project #20092010-0023-1110 Village Court Security Improvements in the amount of \$10,330.00. The funding for this project is to come from a grant approved (and received) from the NYS OCA.

RESOLUTION - Tennis Professional Contract

On motion of Trustee Bellitto, second by Trustee Poorman, the following resolution was unanimously approved:

BE IT RESOLVED the Board of Trustees authorizes the Village Administrator to sign an agreement with Michael Virgilio for services as the Tennis Professional for the 2010 season (copy attached).

RESOLUTION - Surplus Equipment

On motion of Trustee Bellitto, second by Trustee Poorman, the following resolution was unanimously approved:

WHEREAS, the Superintendent of Public Works has reviewed the attached list of equipment, and

WHEREAS, the Superintendent has requested that the Village Board of Trustees declare this equipment as "SURPLUS" in order to properly dispose of at Public Auction,

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Village of Bronxville, hereby declares this list of equipment as " SURPLUS " and authorizes the Superintendent to dispose.

RESOLUTION – Scout Field Inter-Municipal Agreement – 3rd Extension

On motion of Trustee Bellitto, second by Trustee Underhill, the following resolution was unanimously approved:

BE IT RESOLVED that the Board of Trustees of the Village of Bronxville authorizes the Mayor to sign a third extension for use of Scout Field for six months effective April 1, 2010 through September 30, 2010.

PUBLIC COMMENTS –

Megan McKinley, 6 Crampton Road, wanted to make sure that homes on the tax roll are assessed fairly. She said that a significant portion of the residents have lost the STAR rebate.

Betsy Harding, 39 Homesdale Road, spoke about the tax review process. She was delighted that the Trustees were going forward with a regular update to the tax roll. She feels this is critical in keeping the records up-to-date. She is happy that this may be done every 3 years.

Mayor Marvin said that NYS Real Property Data System is the most up-to-date system and that the property cards are superfluous. ORPS just shows the schematic so we keep the cards just to show the drawing. We are trying to add this to the computer program. We have received a large amount of FOILS requesting property cards but residents should look for the computerized inventory.

Ms. Harding asked about getting a computer with this information on it at the library like 2 years ago which she felt was very effective.

Mayor Marvin replied that this is the goal of the Trustees but it is very labor intensive to do this.

Mike Frittola of Senator Jeff Klein's office invited all residents to attend defensive driving classes in Tuckahoe and Eastchester.

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There being no further comments, the meeting was adjourned at 9:28PM by motion of Trustee Poorman, second by Trustee Bellitto.

Harold Porr III
Village Administrator/Village Clerk