

Minutes of the Annual Organizational Meeting of the Board of Trustees of the Village of Pleasantville held on Monday, April 1, 2024 at 7:00 p.m. via teleconference.

Village Justice John Vukelj issued the Oath of Office to Mayor Peter Scherer, Trustee David Vinjamuri and Trustee Yemi Healy.

Mayor Peter Scherer thanked David Vinjamuri for deciding to run again for his 3rd term as Trustee and Yemi Healy for deciding to join the Board of Trustees.

Trustee David Vinjamuri discussed that he wants to spend the next three years trying to make Pleasantville more affordable for families and create an Affordability Task Force.

Trustee Yemi Healy talked about how she is from Pleasantville. She grew up in the Village and went to school here. Her children are now going through the Pleasantville School District. She wanted to become Trustee to listen and learn. Her mother was a school crossing guard and her father worked at PCTV and felt that it was a tradition to continue serving Pleasantville.

Mayor Peter Scherer discussed that Michael Peppard stepped down from being Trustee. Trustee Nicole Asquith discussed that she is happy Yemi is joining the board but enjoyed the group that she worked with. She felt that they all represented different segments of the village. She mentioned that Michael has been very connected with people in the community and really sought out residents to get a feel of how they felt about different subjects. Trustee Paul Alvarez thanked Michael for his time on the board. He echoed what Trustee Asquith said; Trustee Peppard had a way with residents of the community. Mayor Scherer presented Mr. Peppard with a plaque that named April 2, 2024 Michael Peppard day in the Village and a scroll which contained information about the village. Michael Peppard spoke about when he moved to Pleasantville and wanted to figure out who Daniel P. Hayes was because his name was on the firehouse in the Old Village and how he became very interested in the history of Pleasantville. He discussed that there were so many small acts of service go into running the village. All department heads do so many different things every single day.

Please visit www.pctv76.com to view the Organizational Meeting.

Resolutions:

Res. No. 2024-90 Mayoral Official Appointments

Motion made by Mayor Scherer and duly seconded by Trustee Alvarez that the following resolution is put forth for adoption:

RESOLVED; that the Board of Trustees hereby approves the following persons to the positions listed below for terms in accordance with Village law:

Title	Appointee	Term	Term End Date
Village Clerk	Eric Morrissey	2 years	April 2026
Deputy Village Clerk	Alyssa Hochstein	1 year	April 2025
Registrar Vital Statistics	Alyssa Hochstein	2 years	April 2026
Deputy Registrar Vital Statistics	Eric Morrissey	2 years	April 2026
Village Treasurer	Noreen Regan	2 years	April 2026
Deputy Village Treasurer	Kristin Pungello	1 year	April 2025
Associate Justice	Virginia Collins, Esq.	1 year	April 2025
Prosecutor	George Pappas, Esq.	1 year	April 2025
Assessor	Lloyd Tasch	1 year	April 2025

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-91 Designation of Records Access Officer and Records Appeal Officer

Motion made by Trustee Asquith and duly seconded by Trustee Vinjamuri that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees hereby designates Alyssa Hochstein, Deputy Village Clerk, as the Village Records Access Officer and Eric Morrissey, Village Administrator/Clerk, as the Village Records Appeal Officer.

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

**Res No. 2024-92 Schedule of Regular and Work Session Meetings
2024-2025**

Motion made by Trustee Vinjamuri and duly seconded by Trustee Alvarez that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees shall hold their Regular Meeting at 8:00pm on the second and fourth Monday of each month, except April when the Organizational Meeting shall be the first Monday and shall convene at 7:00pm. Work sessions shall commence at 7:00pm on the 2nd and 4th Monday of each month from May through February, then every Monday at 7:00pm during the months of March and April. When any such meeting date falls on a legal holiday the meeting date shall be amended by the Board of Trustees. Location for all in person meetings of the Board of Trustees will take place at Village Hall, 80 Wheeler Avenue, 2nd Floor unless otherwise noticed.

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

**Res. No. 2024-93 Procedure for Calling a Special Meeting by the
Board of Trustees**

Motion made by Trustee Healy and duly seconded by Trustee Asquith that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees hereby sets the following procedure for calling for a Special Meeting by the Board of Trustees:

A special meeting can be called by either the Mayor or at least two trustees acting together. The Board of Trustees will be contacted by telephone, text, or e-mail. In the event a special meeting is to be called, all attempts will be made to contact the news media and public as soon as practical after calling for the special meeting.

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-94 Designation of Official Newspapers

Motion made by Trustee Alvarez and duly seconded by Trustee Vinjamuri that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees hereby designates the Journal News as the official newspaper for the Village of Pleasantville.

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-95 Approving Authorized Signatories for Financial Transactions

Motion made by Trustee Asquith and duly seconded by Trustee Vinjamuri that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees hereby approves the following

Authorized signatories for Financial Transactions at all depositories:

Peter Scherer, Mayor
Noreen Regan, Treasurer
Kristin Pungello, Deputy Treasurer

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-96 Designation of Bank Depository for Village Funds

Motion made by Trustee Vinjamuri and duly seconded by Trustee Alvarez that the following resolution is put forth for Board adoption:

RESOLVED: that the Bank of New York, J.P. Morgan Chase Bank, Webster Bank, N.A., and NYCLASS be and the same are hereby designated as depositories for all funds of the Village of Pleasantville and it is hereby directed that all funds of the Village of Pleasantville shall be deposited in said banks, unless otherwise specifically authorized; and be it

FURTHER RESOLVED: that no funds shall be paid by the Treasurer of the Village of Pleasantville, except pursuant to a judgment or order, or an audit and allowance by the Board of Trustees as required by law and an order designating such funds, signed by the Mayor or Deputy Mayor and countersigned by the Treasurer or in his or her absence by the Deputy Treasurer, and be it

FURTHER RESOLVED; that all checks or drafts or instruments for the withdrawal of money of the Village from said depositories, shall be signed by the Treasurer. Payment of principal and interest on duly issued Village bonds and certificates of indebtedness, or tax notes may be paid by the Treasurer without specific order or audit of the Board. Compensation for services of employees or officers regularly employed by the day, week, month or year may be paid by the order of the Treasurer for services actually rendered or performed without specific order or audit of the Board.

No wages shall be paid laborers, except on a payroll certified as correct by the official of the Village directly in charge of the work for which the money is being expended, and provided further that if the rules of the County Civil Service Commission have been extended to apply to such employees or officers by the Treasurer then the Trustees shall not audit any such bills rendered for compensation for services, nor shall the Mayor sign nor the Treasurer countersign any orders for the payment of payroll for such employees or officers until such payroll shall have been submitted to the County Civil Service Commission and certified by it that the payment or employment of said employees or officers is in accordance with the Civil Service Law.

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-97 Attendance at Conferences

Motion made by Trustee Healy and duly seconded by Trustee Asquith that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees hereby authorizes the Village Administrator to approve in-State conferences in accordance with General Municipal Law Section 77-b, and

FURTHER RESOLVED; that all out-of-State conferences shall be approved by resolution of the Board of Trustees.

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-98 Setting the Rate for Mileage Reimbursement

Motion made by Trustee Alvarez and duly seconded by Trustee Vinjamuri that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees hereby sets the standard business mileage rate for transportation expenses for Village employees using their personal vehicle for Village business as per the rate guidelines set forth by the Internal Revenue Service.

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-99 Approval of Advance Approval of Claims

Motion made by Trustee Asquith and duly seconded by Trustee Alvarez that the following resolution is put forth for Board adoption:

WHEREAS; the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, credit card merchant fees, freight and express charges, and

WHEREAS; all such claims shall be presented at the next regular meeting for audit, and

WHEREAS; the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freights, and express charges and all such claims shall be presented at the next regular meeting for audit by the Board of Trustees.

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
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W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-100 Approval of Investment Policy

Motion made by Trustee Vinjamuri and duly seconded by Trustee Asquith that the following resolution is put forth for Board adoption:

RESOLVED; that the Village Treasurer is hereby authorized to implement the Village of Pleasantville’s Investment Policy.

<u>ADOPTED:</u>	
Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-101 Approval of Purchasing Policy

Motion made by Trustee Healy and duly seconded by Trustee Alvarez that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees hereby adopts the Village of Pleasantville’s Purchasing Policy.

<u>ADOPTED:</u>	
Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-102 Approval of Fiscal Policy

Motion made by Trustee Alvarez and duly seconded by Trustee Vinjamuri that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees hereby adopts the Village of Pleasantville’s Fiscal Policy.

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-103 Approval of Credit Card Policy

Motion made by Trustee Asquith and duly seconded by Trustee Alvarez that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees hereby adopts the Village of Pleasantville’s Credit Card Policy.

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-104 Approval of Village Petty Cash

Motion made by Trustee Vinjamuri and duly seconded by Trustee Asquith that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees hereby approves the following Village petty cash and confirms the limit on any reimbursement for out of pocket expenses to Village employees from said funds at \$20:

Department	Purpose for Petty Cash/Comment	Amount
Justice Court	Change & Reimburse	\$200
Finance Department	Reimburse expenses only	\$150
Finance Department	Change for payments only	\$100

Recreation Department	Change & Reimburse	\$100
DPW (Refuse)	Change for payments only	\$100
Clinton Street Center	Change & Reimburse	\$50

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-105 Approval of Employee Policies

Motion made by Trustee Healy and duly seconded by Trustee Vinjamuri that the following resolution is put forth for Board adoption:

RESOLVED; that the Board of Trustees hereby approves the following employee policies:

Policy
Anti-Harassment & Discrimination Policy
Cyber Breach Notification Policy
Cyber Security Policy
Drug Free Workplace Policy
Employee Handbook
Equal Employment Opportunity Policy
Public Employer Health Emergency Policy
Sexual Harassment Policy
Vehicle Use Policy
Village Code of Ethics
Workplace Violence Policy

ADOPTED:

Peter Scherer, Mayor	<u>Aye</u>
W. Paul Alvarez, Trustee	<u>Aye</u>
Nicole Asquith, Trustee	<u>Aye</u>
Yemi Healy, Trustee	<u>Aye</u>
David Vinjamuri, Trustee	<u>Aye</u>

Res. No. 2024-106 Mayoral Appointments to Boards, Commissions, and Committees

Motion made by Trustee Alvarez and duly seconded by Trustee Vinjamuri that the following resolution is put forth for adoption:

RESOLVED; that the Board of Trustees hereby approves the Mayor’s appointments of the following persons to various Boards, Commissions and Committees:

<u>Planning Commission/Architectural Review Board</u>	<u>Term (Years)</u>	<u>Appointee</u>
Chair	3	Russell Klein
Member	3	Philip Myrick
Member	3	Henry Leyva
<u>Zoning Board</u>		
Member	5	Erika Krieger
<u>Ethics Board</u>		
Member	3	Bernard Gordon
<u>Conservation Advisory Council</u>		
Chair	2	Helen Meureer
Member	2	Lisa Brown
Member	2	Andrew Reinmann
Member	2	Susan Todd
Member	2	William Serlin
Member	2	Don Willemann
Member	2	Michael Inglis
<u>Beautification Committee</u>		
Chair	1	Kathy Dinkel
Member	1	Tanya Cunningham
Member	1	Elizabeth Ward
Member	1	Pat January
Member	1	Marilyn Ross

Member	1	Marlene Canapi
Member	1	Virginia Pancotti
Member	1	Elsie Rattenbury
Member	1	John Mueller
Member	1	Maral Cimochofski
Member	1	Amy Melissa Gladstone
Member	1	Maggie Murphy Verdon
<u>Pleasantville Recycles Committee</u>		
Chair	1	Stephanie Ells
Member	1	Edwin Kuo
Member	1	Andrea Garbarini
Member	1	Helen Meurer
Member	1	Virginia Pancotti
Member	1	Perdeep Bhui
Member	1	Kim Turner
Member	1	Dan Turner
Member	1	Francesca Bonavita Lawler
Member	1	Carolyn Ramsey
Member	1	Gina Sdao
<u>Climate Smart Task Force</u>		
Chair	1	Ben Serebin
Member	1	Helen Meurer
Member	1	Russell Klein
Member	1	Anjali Puri Sauthoff
Member	1	Gibson Craig
Member	1	Seth Gladstone
<u>Pedestrian & Traffic Safety</u>		
Co-Chair	1	Terri Conway
Co-Chair	1	Andrea Putnam
Member	1	Rosemarie Suozzi
Member	1	Irene Mustich

Member	1	Brian Catalano
Member	1	Stefan Pappalardo
Member	1	Maria Amato
<u>Public Arts Committee</u>		
Co-Chair	1	Marlene Canapi
Co-Chair	1	Stuart Vance
Member	1	Lisa Hartz Apkon
Member	1	Andrea Garbarini
Member	1	Janet Langsam
Member	1	Barry Shenkman
Member	1	Jim Coleman
Member	1	Gregory Nemec
Member	1	Leslie Schor

There being no further business to come before the Board a motion to close the meeting made by Trustee Nicole Asquith and seconded by Trustee David Vinjamuri. Motion was approved with a 5-0 vote.

Meeting Adjourned: 7:56pm

Alyssa Hochstein

Alyssa Hochstein, Deputy Village Clerk