

TOWN OF MOUNT PLEASANT

MINUTES OF THE REGULAR
MEETING OF THE TOWN BOARD
TOWN OF MOUNT PLEASANT
WESTCHESTER COUNTY, N.Y.
HELD JANUARY 2, 2024

PRESENT	SUPERVISOR	- CARL FULGENZI
	COUNCILPERSONS	- DANIELLE ZAINO
		- LAURIE SMALLEY
		- MARK SARACINO
	TOWN CLERK	- EMILY COSTANZA
	TOWN ATTORNEY	- DARIUS CHAFIZADEH

The Supervisor opened the meeting at 6:00 PM with a Salute to the Flag.

I. Reorganization for 2024

Annual Report Submission

RESOLUTION 1-24

Upon motion of Councilwoman Smalley, seconded by Board Member Saracino and unanimously carried, it was,

RESOLVED: That pursuant to Town Law Section 29(10A), the Town Board authorizes the Supervisor to file a copy of the Annual Financial Report with the State Comptroller and Town Clerk within the timeframe allowed by the State Comptroller's Office and required by Section 30 of the General Municipal Law and the Town Clerk shall cause a publication that a copy of the report is on file in the Town Clerk's Office within ten (10) days of receipt thereof in a form approved by the State Comptroller in the newspaper having circulation in the Town of Mount Pleasant.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Board Member Saracino

Bank Depositories

RESOLUTION 2-24

Upon motion of Councilwoman Zaino, seconded by Councilwoman Smalley and unanimously carried, it was,

RESOLVED: That the following banks be designated as Depositories:
JP Morgan Chase Bank, Thornwood, NY
TD Bank, Thornwood, NY
Signature Bank, New Rochelle, NY

The Valley National Bank, Thornwood, NY
Orange Bank and Trust, Thornwood, NY
New York Cooperative Liquid Asset Security System (NYCLASS),
Hopewell Junction, NY
Tompkins Bank, Pleasantville, NY
M&T Bank, Thornwood, NY

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Petty Cash RESOLUTION 3-24

Upon motion of Councilwoman Smalley, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That a Petty Cash fund is established in the following accounts:

Assessor	\$100.00
Building	\$100.00
Comptroller	\$2,500.00
Highway	\$200.00
Justice	\$100.00
Police	\$1,100.00
Receiver of Taxes	\$100.00
Recreation	\$700.00
Town Clerk	\$100.00
Town Engineer	\$100.00
Water & Sewer	\$200.00

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Public Official Bonds RESOLUTION 4-24

Upon motion of Councilman Saracino, seconded by Councilwoman Zaino and

unanimously carried, it was,

RESOLVED: That pursuant to Public Officers Law Section 11(2), a blanket undertaking shall be procured from any duly authorized corporate surety covering officers, clerks, and employees as their official undertaking in the following amounts:

Supervisor	\$500,000. 00
Comptroller	\$500,000. 00
Receiver of Taxes	\$500,000. 00
Superintendent of Highways	\$500,000. 00
Town Engineer	\$500,000. 00
Police Chief	\$500,000. 00
Town Clerk	\$500,000. 00
Police	\$500,000. 00

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Supervisor's Administrative Authority

RESOLUTION 5-24

Upon motion of Councilwoman Smalley, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That the Supervisor is hereby authorized to perform the day-to-day operational functions of Town Government.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Town Board Meetings Schedule

RESOLUTION 6-24

Upon motion of Councilwoman Zaino, seconded by Councilwoman Smalley and unanimously carried, it was,

RESOLVED: That Town Board Meetings shall be scheduled on Tuesday evenings as follows, subject to modification by Resolution of the Town Board. No notice shall be required for such meetings. Public and Press are invited to

all Meetings.

Town Board Work Sessions:

- Each month, the FIRST & THIRD Tuesday meetings shall be designated as Town Board Work Sessions, except for July and August when there will be only one (1) Work Session (first Tuesday).
- Meetings will be held at 7:00 PM in the Supervisor's Office at Town Hall, One Town Hall Plaza, Valhalla, NY 10595.

Town Board Business Meetings:

- Each month, the SECOND & FOURTH Tuesday meetings shall be designated as Town Board Business Meetings, with the exception of July and August when there will be only one (1) Business Session (second Tuesday).
- Residents who wish to speak during Business from the Floor will be limited to five (5) minutes as a courtesy to others.
- Meetings will be held at 7:00 PM in the Courtroom at Town Hall, One Town Hall Plaza, Valhalla, NY 10595.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Boards, Council and Committee Meetings Schedule RESOLUTION 7-24

Upon motion of Councilman Saracino, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That the schedule of meetings for Boards, Councils, and Committees is as follows. All Meetings are open to Public and Press and shall take place at Town Hall, One Town Hall Plaza, Valhalla, NY 10595.

<u>Board</u>	<u>Schedule</u>	<u>Time</u>	<u>Location</u>
Architectural Board of Review	Third Thursday of each month	7:00 PM	Courtroom
Conservation Advisory Council	Fourth Monday of each month	7:00 PM	Courtroom
Planning Board	First Thursday of each month	7:30 PM	Courtroom
		7:30 PM	Courtroom
	Third Monday of each month		

	(except for January and February when a third Monday meeting is not scheduled)		
Recreation Advisory Committee	First Monday of each month	7:30 PM	Recreation Conference Room (location may vary)
Zoning Board of Appeals	Second Thursday of each month	7:00 PM	Courtroom

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Designation of Newspaper	RESOLUTION 8-24
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Upon motion of Councilwoman Smalley, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That the Journal News is designated as the newspaper to publish all notices pertaining to the business of the Town.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Advertisement of Meetings	RESOLUTION 9-24
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Upon motion of Councilwoman Zaino, seconded by Councilwoman Smalley and unanimously carried, it was,

RESOLVED: That the Town Clerk is authorized to publish the Schedule of Meetings (Resolutions 6-24 and 7-24) in one (1) issue of the Journal News as indicated in Resolution 8-24.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Expenditure Authorization	RESOLUTION 10-24
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Upon motion of Councilwoman Zaino, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That each Department Head shall be allowed to spend up to \$500.00 on purchases set forth in their respective budgets without requesting Town Board approval, but approval from the Comptroller is required. The limit

of expenditure for Highway, Recreation, Police, Traffic & Safety, Building, Engineering, and Water & Sewer Departments shall be \$1,500.00.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Public Official Appointments

RESOLUTION 11-24

Upon motion of Councilwoman Smalley, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That in accordance with Article 2, Section 5 of Public Officers Law, all appointments not specifically made by Resolution of this Organizational Meeting, shall be held over without appointment until the Town Board has had the opportunity to review each position, and salaries shall be in accordance with the 2024 Adopted Budget.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Annual Compensation

RESOLUTION 12-24

Upon motion of Councilman Saracino, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That the annual compensations and appointments are effective January 1, 2024 and salaries of all Elected, Appointed, Management and Confidential Officers and Employees shall be in accordance with the annual salaries schedule unless otherwise designated by specific Resolution of this Board.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Code of Ethics

RESOLUTION 13-24

Upon motion of Councilwoman Smalley, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That the Town Clerk will issue copies of the Town's Code of Ethics to all personnel who have not previously received the same, and will notify the Town Board within thirty (30) days, the names of any employees who fail to submit a Disclosure Form.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Reports of Commissions and Boards

RESOLUTION 14-24

Upon motion of Councilwoman Zaino, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That the Town Clerk will notify all Chairpersons and Commissioners of Boards that the minutes of all meetings shall be filed within ten (10) days of their approval, that monthly reports of the activities shall be filed with the Supervisor's Office no later than the 10th day of the succeeding month, and the Town Clerk shall notify all Chairpersons and Commissioners that their respective Annual Reports be submitted no later than January 26, 2024 for the 2023 year.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Car Mileage Authorization

RESOLUTION 15-24

Upon motion of Councilwoman Smalley, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That personnel authorized to use personal cars on Town business shall be reimbursed at the applicable 2024 IRS mileage rate.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Town Observed Holidays

RESOLUTION 16-24

Upon motion of Councilman Saracino, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That Town Hall and Town Offices will be closed according to the following Observed Holiday schedule:

New Year's Day	Monday, January 1, 2024
Martin Luther King, Jr. Day	Monday, January 15, 2024
Presidents' Day	Monday, February 19, 2024

Memorial Day	Monday, May 27, 2024
Independence Day	Thursday, July 4, 2024
Labor Day	Monday, September 2, 2024
Columbus Day	Monday, October 14, 2024
Election Day	Tuesday, November 5, 2024
Veterans' Day	Monday, November 11, 2024
Thanksgiving Day	Thursday, November 28, 2024
Thanksgiving Friday	Friday, November 29, 2024
Christmas Day	Wednesday, December 25, 2024

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Appointment: Registrar of Vital Statistics

RESOLUTION 17-24

Upon motion of Councilwoman Smalley, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That Emily Costanza, Town Clerk, is reappointed Registrar of Vital Statistics and Danielle Drake, Deputy Town Clerk, is reappointed Deputy Registrar of Vital Statistics.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Appointment: Supervisor's Confidential Secretary, Administrative Assistant

RESOLUTION 18-24

Upon motion of Councilwoman Zaino, seconded by Councilman Saracino and

unanimously carried, it was,

RESOLVED: That Amanda Jasilli is reappointed Confidential Secretary and Administrative Assistant to the Town Supervisor for a period of two (2) years.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Appointment: Comptroller

RESOLUTION 19-24

Upon motion of Councilwoman Smalley, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That Brian Kenneally is reappointed Comptroller for a period of two (2) years.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Appointment: Fire Inspector

RESOLUTION 20-24

Upon motion of Councilman Saracino, seconded by Councilwoman Smalley and unanimously carried, it was,

RESOLVED: That Salvatore Pennelle, Building Inspector, is reappointed Fire Inspector.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Appointment: Superintendent of Building Maintenance

RESOLUTION 21-24

Upon motion of Councilwoman Smalley, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That Salvatore Pennelle, Building Inspector, is reappointed Superintendent of Building Maintenance.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Appointment: Town Attorney

RESOLUTION 22-24

Upon motion of Councilwoman Zaino, seconded by Councilwoman Smalley and unanimously carried, it was,

RESOLVED: That Darius Chafizadeh, Esq. is reappointed Town Attorney for the Town of Mount Pleasant through Harris Beach, PLLC pursuant to the 2024 agreement.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Appointment: Deputy Town Attorney	RESOLUTION 23-24
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Upon motion of Councilwoman Smalley, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That Christopher McClure, Esq. is reappointed Deputy Town Attorney and Kevin T. Hyland, Esq. is reappointed 2nd Deputy Town Attorney.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Appointment: Risk Management Coordinator	RESOLUTION 24-24
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Upon motion of Councilwoman Zaino, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That Daniel Oderifero is reappointed Risk Management Coordinator.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Appointment: Auditors	RESOLUTION 25-24
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Upon motion of Councilwoman Smalley, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That PKF O'Connor Davies is reengaged as the auditor for December 31, 2023 year-end.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Designation: Liaison to Board of Elections	RESOLUTION 26-24
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Upon motion of Councilman Saracino, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That Emily Costanza, Town Clerk, is reappointed Liaison to the Board of Elections.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Designation: Freedom of Information Officer	RESOLUTION 27-24
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Upon motion of Councilwoman Smalley, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That Emily Costanza, Town Clerk, is reappointed Freedom of Information Officer.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Designation: Committees and Deputy Supervisor	RESOLUTION 28-24
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Upon motion of Councilman Saracino, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That pursuant to the authority vested by Town Law Section 63, the Supervisor appoints the following Committees:

Public Safety, Police, Traffic, Lighting	Thomas Sialiano, Chairperson
	Paul Oliva
	Corey Antonecchia
Recreation & Parks	Laurie Smalley, Chairperson
	Douglas Scott
	Jon Petruzzelli
Public Works, Highway, and Building	Danielle Zaino, Chairperson
	Richard Benkwitt
	Salvatore Pennelle
Budget, Finance, Assessments	Mark Saracino, Chairperson
	Brian Kenneally
	James Timmings
Liaison to Mount Pleasant Public Library	Thomas Sialiano
Deputy Supervisor	Danielle Zaino

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Designation: Planning Consultant	RESOLUTION 29-
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Upon motion of Councilwoman Smalley, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That Cleary Consulting is reappointed Planning Consultant for advisory services at the hourly rate of \$150.00 per hour, but in the aggregate, not to exceed the amount set forth in the 2024 budget, unless otherwise approved by the Town Board.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Comptroller: Authorization to Countersign	RESOLUTION 30-24
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Upon motion of Councilwoman Zaino, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That the Comptroller is authorized to countersign all checks issued by the Town of Mount Pleasant by use of a Facsimile Signature Plate. In the absence of a Supervisor or Comptroller, the Deputy Supervisor, the Supervisor's Confidential Secretary/Administrative Assistant or Deputy Comptroller are authorized to manually sign all checks issued by the Town of Mount Pleasant.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Minimum Value for Property Inventory	RESOLUTION 31-24
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Upon motion of Councilwoman Smalley, seconded by Councilman Saracino and unanimously carried, it was,

RESOLVED: That the minimum value of property for preparation of the Town's property inventory is \$5,000.00 for capital assessments.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

II. Schedule of Meetings

Work Session: Tuesday, January 2, 2024, at 7:00 PM	RESOLUTION
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Business Session: Tuesday, January 9, 2024, at 7:00 PM	RESOLUTION
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III. Adjourn

Upon motion of Councilwoman Smalley, seconded by Councilwoman Zaino and unanimously carried, it was,

RESOLVED: That the meeting was adjourned at 6:20 PM.

VOTE - AYES - Town Supervisor Fulgenzi, Councilwoman Zaino, Councilwoman Smalley, Councilman Saracino

Respectfully Submitted,

A handwritten signature in black ink, reading "Emily Costanza". The signature is written in a cursive, flowing style.

EMILY COSTANZA
TOWN CLERK
TOWN OF MOUNT PLEASANT

