

Minutes of Regular Meeting of  
The Board of Trustees of the  
Village of Larchmont, held on  
**Monday, December 16, 2013**

**PRESENT:** Mayor Anne McAndrews  
Trustees Marlene Kolbert  
Lorraine Walsh  
Peter Fanelli

**ABSENT:** Deputy Mayor John Komar

**Also Present:** Dep. Clerk Riley, Attorney Staudt, Treasurer  
Brucciani

Mayor McAndrews welcomed all in attendance and called the meeting to order at 7:35 PM.

The Mayor started the meeting with the swearing in of John Caparelli as Chief of the Fire Department. Chief Caparelli began his service to the Village in 1994, attaining the rank of captain in 2009. The chief's position has added the title of Code Enforcement Officer which is a job Chief Caparelli has welcomed.

Mayor McAndrews acknowledge the presence of several fire personnel from neighboring communities along with many Village career and volunteer firefighters, past and present at meeting, which is a testament to Chief Caparelli. Also in attendance, were the Chief's wife, Cara and their daughters, Shawn, Olivia and Natalie.

The Mayor then administered the Oath of Office to Chief Caparelli.

Chief Caparelli thanked the Board and all the career and volunteer firefighters for attending his swearing in ceremony. He then thanked his wife and daughters for all their support.

LT. Bryan Doherty of the Fire Department stated that on Saturday December 21<sup>st</sup>, Santa Claus will arrive at Flint Park at 10:00 AM. Refreshments will be served.

Mayor McAndrews made the following announcements.

1. Condolences former Library Director, Diane Courtney on passing of her brother and Paula Jackson on the passing of her mother, Patricia Sayles.
2. Parking permits are on sale in the Clerk's Office between 8:30 AM and 4:00 PM. Reminder, starting December 23rd, late fees will be added to each permit issued. Check the website for information and applications.
3. Snow removal- 24 hours after a storm end's, residents must have their sidewalks cleared of all snow & ice.

Oath of Office  
Caparelli, J.  
Chief, Fire Dept.

Mayor's Announcements

4. Holiday Recycling Schedule or 2013:

- 12/23 - Follow Monday/Thursday Schedule
- 12/24 - Follow Tuesday/Friday Schedule
- 12/25 - No Collections/Christmas Day
- 12/26 - Recycling Collection Only
- 12/27 - Follow Tuesday/Friday Schedule
- 12/30 - Follow Monday/Thursday Schedule
- 12/31 - Follow Tuesday/Friday Schedule
- 1/1/14 - No Collections/New Year’s Day
- 1/2/14 - Recycling Collection Only
- 1/3/14 - Follow Tuesday/Friday Schedule

5. Residents need to re-sign up for the STAR program before December 31<sup>st</sup>. Go to: [www.tax.ny.gov](http://www.tax.ny.gov) .

6. Appointment of 2 volunteers LFD- Jed Dorfman, 45 Rockwood Drive & Dylan Jewell, 42 Villa Road.

On motion of Trustee Fanelli, seconded by Trustee Walsh, and unanimously carried, it was:

**RESOLVED,** to appoint Jed Dorfman and Dylan Jewell as volunteer members of the Larchmont Fire Department.

8. Next Board meeting will be held on January 27, 2014.

Michael Clayborn from the Mamaroneck School District Selection Committee was next to address the meeting. Mr. Clayborn said the committee was in need of volunteers and anyone interested should go to [selectioncommittee.org](http://selectioncommittee.org).

The Mayor added she served on the Selection Committee and encouraged all to volunteer.

Terence Jackson from non-profit group called Start Up Town handed out flyers for the group’s program to get free Wi-Fi those who cannot afford it.

Chief Poleway gave the following report.

1. Congratulations to Chief Caparelli on his promotion.
2. With the cancellation of the “DARE” program the department has started a new program with a “School Resource Officer” or (SRO). The SRO will visit local schools to help children to trust the Police Department. Officer Lisa Pompellio, who has a Master’s Degree in teaching, has been working as the SRO. Captain Rigano has been instrumental in getting this program off the ground.
3. During the holidays everyone should be aware of their surroundings. Do not leave valuables in plain sight in vehicles and don’t carry large amounts of cash. The department will have foot patrols in the shopping district and will escort merchants to the bank to make deposits.

**RESOLUTION**

**D**orfman, J.  
**J**ewell, D.  
Volunteer Members  
Fire Department

**C**layborn, M.  
**M**am’k School Dist.  
Selection Committee

**J**ackson, T.  
**S**tart Up Town

**P**olice Chief’s Report

- 4. The Chief asked everyone “if you see something, say something.” Call 866-SAFENYS or the Larchmont Police Department at 834-1000.

On motion of Trustee Walsh, seconded by Trustee Kolbert, and unanimously carried, it was:

**RESOLVED**, that Abstract Audit Voucher No. 6, dated December 16, 2013, in the amount of \$168,512.55, per copies filed with the Clerk, be paid, subject to confirmation and approval of Trustee Walsh.

At 8:05 PM, Trustee Walsh left the meeting.

Next Attorney Staudt requested that the Board approve the proposed tax certiorari settlement with Triple AC LLC.

On motion of Trustee Fanelli, seconded by Trustee Kolbert, and unanimously carried, it was:

**RESOLVED**, to approve the Tax Certiorari Settlement with Triple AC, LLC, 2365 Boston Post Road, for the assessment years 2009-2013 in the amount of \$2,552.37.

Jerry Faiella of GJF Management Services, LLC was next to speak to the Board and read a prepared report.

Since my last report to the Board at the November 18th Village Board meeting, several significant projects have been advanced with the Board’s full understanding.

Mayor McAndrews arranged for a meeting between staff and Anthony Catelano from Woodard and Curran to review the Byron Place Pump Station and Water Storage Tank project. That project includes replacing the two main pumps that supply potable water with variable speed pumps, eliminating the hydro-pneumatic tank and replacing the two aging water storage tanks, with one tank that has a slightly larger storage volume. After discussing several program options at the staff level, the matter was placed on the Village Board’s November 2nd work session agenda for the purpose of reaching consensus on several design components and furthering the program’s overall development. The last scheduled meeting was with representatives from the Larchmont Mamaroneck Sanitation Commission to discuss site access, program timing and work staging. That meeting was productive and Woodard and Curran are now proceeding towards final design and will soon be starting the permitting process with State and Town officials as required.

Likewise, this past week, staff met with Katie Hoek from Hazen and Sawyer to review progress with finalizing the bid specifications for the water meter replacement program. Given the Village’s current investment in a particular meter reading device and the desire to replace meters and registers on an as needed basis, staff has discussed with Village Counsel if the Village could consider standardizing the purchase by demonstrating that certain efficiencies can be achieved. If so, bid specifications can be developed to provide some latitude in the actual purchase such as replacing entire meter or choosing to replace only the register

**RESOLUTION**  
Approve Tax Certiorari Settlement-**T**riple AC 2365 **B**oston Post Rd

**F**aiella, J.  
**G**JF Management Services

with remote read capability. This may also accelerate the timing for the propagation study to determine if a fixed read system is feasible and economically viable, thereby providing an offset to employee time to perform the water billing function. This matter should be before the Village Board at a January work session for discussion.

Two additional projects that are under consideration; the window replacement in Village Hall and the Police garage are next on the schedule for preliminary discussions with staff this week. Brian Riley has started a procedure for assembling and distributing the Board's work and general session agendas the Friday prior to the meeting date. He has also started to maintain a pending items list for future work sessions, tracking them until final resolution. Denis Brucciani is working with the new budget schedule the Board approved and this item will be discussed with the department heads at the Wednesday staff meeting. We will also be discussing the possibility of assembling the monthly reports the Board now receives from various department heads into a single report for distribution along with the board meeting agenda.

Following the scope of services I provided to the Board in October, I am in the final stages of my review of the documentation as outlined and have completed almost all of the interviews with staff and elected officials. My time here has also allowed me to uncover several minor matters that are under review and clarification, including for example the issue before you tonight dealing with the hiring of court attendants.

Shortly I will begin preparing my full report to the Board and expect to be able to discuss same at a work session in January.

## Trustee Reports

Trustee Fanelli made the following report.

1. Paddle Courts are opened. Go to the Clerk's Office for a permit.
2. The Village is in need of volunteers. There are openings on many committees as a full member or as an alternate. Anyone interested should send an e-mail to the Mayor or any Trustee.

Trustee Kolbert gave the following report.

1. Condolences to former Library Director, Diane Courtney on the passing of her brother and to Lisa Chase on the death of her husband, author Peter Kaplan.

2. A showing of the film "Gasland II" was attended by over 100 people at the Village Center. The viewing was co-sponsored by the Committee on the Environment and the Friends of the Library.
3. The Library will be closed on December 24th, 25<sup>th</sup>, 31<sup>st</sup> and January 1<sup>st</sup>, and everyone should go and check-out a book at the Library.
4. Jonathan Reeder will speak about his book "Letters from the Birmingham Jail" on January 12<sup>th</sup>.
5. Congratulations to Catherine Parker on her election to the Westchester County Board of Legislators and best wishes to outgoing Legislator, Judy Myers.
6. A Merry Christmas and a Happy New Year to all.

The Mayor added that Ms. Parker will be coming to talk to the Board in the near future.

On motion of Trustee Fanelli, seconded by Trustee Kolbert, and unanimously carried, it was:

**RESOLVED**, to reject the bid by Vermeer North Atlantic, in the amount of \$37,814.00, for the purchase of a Brush Chipper and authorizes the Department of Public Works to re-bid this project for early 2014.

**RESOLVED**, to authorize the Village to create eight (8) part-time court attendant positions at the rate of \$35 an hour, effective December 16, 2013.

On motion of Trustee Kolbert, seconded by Trustee Fanelli, and unanimously carried, it was:

**RESOLVED**, that the Board hereby appoints the following individuals to the part-time position of Court Attendant; Richard Poitivan, Scott Cronin, Lisa Rizzi, Elizabeth Elkins, Thomas Jones, James Gallagher, Roger Marshall and Paul Shulz

On Motion of Mayor McAndrews, seconded by Trustee Fanelli, and unanimously carried, it was:

**RESOLVED**, that the Village of Larchmont will hold elections on March 18, 2014, from **7:00 AM to 9:00 PM** in the following locations:

Larchmont Village Center, 119 Larchmont Avenue, for all voters residing in VILLAGE DISTRICT I (Town District 8)

Larchmont Village Center, 119 Larchmont Avenue, for all voters residing in VILLAGE DISTRICT 2 (Town Districts 6 and 7);

Larchmont Village Center, 119 Larchmont Avenue, for all voters residing in VILLAGE DISTRICT 3 (Town Districts 9 and 26);

**RESOLUTION**

Reject bid of  
Vermeer North Atlantic  
Public Works  
Brush Chipper

**RESOLUTION**

Create 8 part-time  
Court-Attendant  
Positions

**RESOLUTION**

Poitivan, R.  
Cronin, S.  
Rizzi, L.  
Elkins, E.  
Jones, T.  
Gallagher, J.  
Marshall, R.  
Shulz, P  
Court Attendants

**RESOLUTION**

Village Elections to be held  
March 18, 2014

Larchmont Village Center, 119 Larchmont Avenue, for all voters residing in VILLAGE DISTRICT 4 (Town District 10).

The Mayor added that the last day to register to vote in the Village election will be, March 7, 2014.

On motion of Mayor McAndrews, seconded by Trustee Fanelli, and unanimously carried, the meeting adjourned at 8:25 PM.