

Minutes of the Work Session Meeting
Of the Board of Trustees of the
Village of Larchmont, N.Y.
held on Monday, July 27, 2020

The Board of Trustees held this meeting via Zoom with Mayor Walsh calling the meeting to order at 1:00 PM. Instructions to join the meeting were published on the Village website calendar.

PRESENT: Mayor Lorraine Walsh
Trustees Carol Casazza Herman
Peter Fanelli
Malcolm Frouman
Sarah Bauer

Also present: Administrator Datino

On motion of Trustee Fanelli, seconded by Trustee Bauer, and unanimously carried, the following resolution was adopted:

WHEREAS, pursuant to the Governor's Executive Order 202.26, the annual General Village Election that had been scheduled to take place on Wednesday, March 18, 2020 will now be held on Tuesday, September 15, 2020; and

WHEREAS, on July 13, 2020 the Village Board adopted a resolution providing that the Village election shall be held on the first Tuesday after the first Monday in November, the same date as the general election, starting in the year 2021; and

WHEREAS, the Board's July 13th resolution is subject to a Board-directed referendum; and now therefore be it

RESOLVED, the issue of changing the Larchmont Village Election date to November shall be presented via a ballot proposition to the voters for their approval at the General Village Election, which will be held on Tuesday, September 15, 2020 between the hours of 7:00 a.m. and 9:00 p.m.; and now therefore be it further

RESOLVED, pursuant to Section 15-104.3(b)(1) of the New York State Election Law, the polling place for the Village Election District 1 (Town Districts 6, 7, 8, 9, 70. & 26) which comprises the Village of Larchmont, shall be at Larchmont Village Center, 119 Larchmont Avenue.

On motion of Trustee Frouman, seconded by Trustee Herman, and unanimously carried, it was: **RESOLVED**, that a Public Hearing is hereby scheduled by the Board of Trustees of the Village of Larchmont to be held virtually via Zoom on Monday, August 10, 2020, at 4:30 PM to consider and take public comment on the Elk Homes application for a Special Permit; and be it further **RESOLVED**, that the Village Clerk is hereby directed to advertise said Public Hearing.

On motion of Trustee Frouman, seconded by Trustee Bauer, and unanimously carried, it was: **RESOLVED**, to amend the Vehicles and Traffic code as follows:

Remove the following from 273-54: Schedule XV Parking prohibited at all times

- | <u>Name</u> | <u>Side</u> | <u>Location</u> |
|------------------|-------------|---|
| • Palmer Avenue | South | From Franklin Avenue east to the Village line |
| • Depot Way East | West | Entire length |

Add the following to 273-60: Schedule XXI Time Limit Parking

- | <u>Name</u> | <u>Side</u> | <u>Hours and Location</u> |
|------------------|-------------|---|
| • Palmer Avenue | South | 2 hrs.; 8:00 a.m. to 6:00 p.m./Except Sundays and legal holidays
From Franklin Avenue east to the Village line |
| • Depot Way East | West | 8 hrs.; 8:00 a.m. to 6:00 p.m./Except Sundays and legal holidays
Entire length |

On motion of Trustee Frouman, seconded by Trustee Bauer, and unanimously carried, it was: **RESOLVED**, The Board of Trustees, in support of timely year-end close-out operations and financial audit preparation, sets the following Village policy:

In preparation for the year-end close-out, all department heads must have all invoices for expenses entered into the financial software or given over physically to the treasurer's office by close of business August 1st. It is therefore strongly recommended that department heads contact vendors for any outstanding invoices for items or services purchased within the previous fiscal year.

Any expenses not entered by August 1, will go against the subsequent year's budget for that department.

For example, for the year ending May 31, 2020 – all invoices for fiscal year 19/20 must be in by August 1, 2020. Any invoices for expenses that are submitted after August 1, 2020 will be posted against the department's 20/21 budget.

On motion of Trustee Frouman, seconded by Trustee Bauer, and unanimously carried, it was: **RESOLVED**, that Abstract Audit Voucher #13, dated July 27, 2020, in the amount of \$748,121.66, per copies filed with the Clerk, be paid, subject to review by Trustee Herman.