

Minutes of the Reorganization Meeting  
Of the Board of Trustees of the  
Village of Larchmont, N.Y.  
**held on Monday, December 4, 2023**

**PRESENT:** Mayor Sarah Bauer  
Trustees Dana Post  
Peter Fanelli  
Brigid Brennan  
Charles Manice

**Also Present:** Dep. Clerk Rilley, Attorney Staudt,  
Administrator Datino, Treasurer Cazzola

Mayor Bauer welcomed all in attendance and called the meeting to order at 7:37 PM.

Next Mayor Bauer administered the oaths of office to Deputy Mayor Dana Post and Trustee Brigid Brennan.

The Mayor then read and presented a proclamation to longtime resident and Village Attorney James Staudt. Attorney Staudt thanked Mayor Bauer and the Board for the honor and added his work in the Village has been a labor of love because of his affection for Larchmont, a community he was raised in and where he raised his family.

Trustee Brennan thanked the Board, all the volunteers and her husband.

Deputy Mayor Post said it was an honor to serve the residents past two years. She added thanks to her husband who at this moment is driving because she is here.

Mayor Bauer presented the State of the Village  
This year has been another very busy year in the Village. We are extremely proud of our accomplishments over the past year, which range from infrastructure, financial, environmental, to our parks and our business districts.  
Starting with Village finances, the Village adopted a tax-cap compliant budget, for the fifth year in a row, which provided the resources needed to continue providing Larchmont residents with the high quality of services they have come to expect and deserve from their local government. In addition, for the fifth year in a row we did not have to apply fund balance for operational expenses.

Even with significant inflationary pressure, we have a positive outlook for Village finances. We experienced strong property and non-property tax revenue collections in 2023 and have managed to keep expenses stable.

Since 2016, the Village has invested over \$2 million dollars in cleaning, maintaining, and repairing its sanitary sewer system. Acting as a consortium, the Village along with Pelham Manor, New Rochelle, and Town of Mamaroneck make up Westchester County's New Rochelle Sanitary Sewer District, and have been leaders in the County in proactively addressing repairs to the sanitary sewer system, ensuring that it functions properly with no negative impact to the environment. The Village will continue to build on its progress, not only on sanitary sewers, but in all areas of Village infrastructure.

Oaths of Office  
Brennan, B  
Post, D.

Proclamation  
Staudt, J.

Election thanks  
Brennan, B  
Post, D.

State of the Village

State of the Village  
Con't.

With increasing impacts of climate change being felt throughout the Village, the Village Board has committed to taking steps to try to mitigate the flooding experienced in the Village. Trustees Post and Fanelli have graciously stepped up to serve as flooding liaisons to the neighborhoods seriously impacted by such flooding. A flood mitigation modeling project focusing on the Pine Brook neighborhood has been approved for funding by the Westchester County Stormwater Advisory Board. For any potential projects that result from the modeling, the County will potentially provide a 50% funding match to the Village. We are also in the process of applying for a grant from Long Island Sound Resilience Planning Support Program, which will help us identify green infrastructure projects to help mitigate flooding in the Fountain Square area. We also continue to televise to identify issues and are working to line our stormwater pipes in high flooding areas in the Village.

This year, the Village completed pavement work on sections of road including Pinebrook, Larchmont Ave, Winslow Place and Iselin Terrace. Additional paving will be completed in the spring and summer of 2024. On average we pave approximately 1 mile of our Village roads per year. The funding to complete road rehabilitation comes from a number of sources, including the Village's general fund, reimbursement from Con Edison, and New York State Department of Transportation.

On Oct. 27, 2023, the U.S. Department of Transportation announced 235 fiscal year (FY) 2023 SS4A grants for planning and demonstration projects to improve safety and help prevent deaths and serious injuries on the nation's roadways. The Village of Larchmont was one of four NY municipalities to be awarded this grant. We received the \$100,000 we requested to conduct a study on how to improve the safety of our roads and sidewalks. AKRF helped us with this grant application and will also conduct the study. We can use this study as a foundation to apply for future grants.

The recently established Special Revenue Parking Fund enters its third year of operation, in which the sole revenue stream is fees generated from payment of on-street and off-street metered parking. The Village Board has allocated 100% of net revenue from the fund to be used solely for transportation, parking, and other improvements related to the parking lots and business districts. The Village Board identified the Guilder Street Parking Lot as the first project to be completed with the funds. The design and construction bid documents are nearly completed and we expect to go out to bid in early 2024. This will be the first major infrastructure project that will be financed through the Special Revenue Fund.

We are very excited to announce that our new Village website should be up and running by early next year. The new website will be a much more user-friendly, modern website to serve as the digital gateway experience for residents and visitors.

We have also made some significant improvements to Village Hall. We were able to upgrade the courtroom thanks to a grant Drisy Nunez, our Court Clerk, applied for on behalf of the Village. We also restored the parking lot out back and replaced the heating system in Village Hall.

Our Building Department and Land Use Boards have also been busy. We made a number of changes to our Land Use process earlier this year and are continuing to evaluate the impact of these changes. Overall the impact has been to reduce the number of applications that are required to go before the Planning Board and the process has been smoother for residents. We will continue to review these changes to determine if additional changes are necessary moving forward to better streamline our process.

The Larchmont Traffic Commission has been busy this year with requests for Stop signs and other traffic control measures as well as parking issues (other than tickets). The Commission strives to evaluate each request and where appropriate take action. They created speed limit signage where it was lacking, right on red where inadequate, Children at Play to indicate a busy street. The Commission also is involved with traffic, speed and safety issues with respect to proposed new buildings and modifications to existing buildings in the Village of Larchmont.

Our parks are such an important part of our Village and we are extremely lucky to have so many of them, along with a dedicated Parks and Trees Committee.

Our Parks and Trees Committee has been very hard at work this year, and is responsible, along with our DPW for planting 107 new trees in the Village. We want to thank our DPW and the Parks and Trees Committee for their efforts.

The Village continues to engage in public private partnerships to reinvest in its parks. Friends of Larchmont Parks has raised the funds for expanding the playground, new basketball courts and fencing in Willow Park.

The Village has continued to work closely with the Flint Park Conservancy on its makeover of Flint Park. We are very excited to be working with them on this ambitious project. Phase 1 is almost complete with the playground, tennis house and basketball courts expected to be completed by the end of the year. In addition, we have also expanded Phase 1 to include 3 upgraded and new paddle courts with a warming hut. We also met with representatives from Drain Talents to explore new technology that would allow us to keep Flint A and B as grass fields but allow us to mitigate the water/flooding issues on those fields and give them similar playability as turf.

This potential project continues to Village's trailblazing environmental initiatives. The Village of Larchmont has been a registered Climate Smart Community since 2009. The CSC program is an interagency New York State initiative administered by the Department of Environmental Conservation that provides a comprehensive framework for local governments to lead community action to reduce greenhouse gas emissions and adapt to climate change.

At the initiation of the Larchmont Environmental Committee, the Village Board appointed a CSC Task Force in the spring of 2023 to apply for bronze level certification by identifying, completing and documenting the many actions Larchmont has taken over the years to become a more sustainable community. The current CSC Task Force is made up of Village of Larchmont Trustee Brigid Brennan, Assistant Village Administrator Aylone Katzin and Village of Larchmont Residents Rick Lefever, Elana Mass, Sasha Nahr, Bonnie Weinbach, and Ken Wieber.

State of the Village  
Con't.

State of the Village  
Con't.

Through bi-monthly and monthly meetings and with the help of a summer intern, Yilin Manfredi, the CSC Task Force is in the process of finalizing an extensive catalog of sustainability actions that the Village has undertaken in past years, such as a Fleet Inventory, EV charger installations, conversion to LED streetlights, a community green house gas inventory, our annual Earth Day Celebration, partnerships with other entities, The Repair Cafe, and innovative approaches to climate mitigation (like our leaf blower code). The goal is for the Village to become bronze certified in 2024!

The Village has also maintained its commitment to our environment, by following through on its Green Fleet policy. Operationally, the Village currently has an electric vehicle, which is used for parking and code enforcement purposes throughout the Village, and approximately half of the Village's patrol fleet are now hybrid powered vehicles. We plan to continue purchasing hybrid vehicles as we replace the older gas-powered fleet. The Village also hosted the LEC's annual Earth Day Celebration in Constitution Park in April. We had a fantastic roster of tables and another successful event.

As always, we appreciate all of the hard work of the Village's Environmental Committee.

We had plenty to celebrate in our business district this past year! The Village's partnership with its local business community, including the continuation of our outdoor dining permits and special events, ensures the continued success of our merchants and restaurants. We also continued to welcome new businesses to our Village in 2023, showing the strength of our business community.

In order to explore more opportunities and other improvements we can make in our business district, the Village Board has committed to engage in a Commercial Area Plan for our downtown. We have applied for a grant from New York State to assist us in the cost for the project, and are in the process of interviewing and selecting members to serve on the steering committee. We hope to engage a consultant early next year to assist us in developing the plan.

We had another year of fun and exciting events in the Village. We started with the Spring Egg Hunt in Constitution Park, hosted by the Village and the Larchmont Professional Fire Fighters Association. There was a great turn out, as always, with over 3,000 eggs hidden in the park throughout the day!

The Memorial Day Parade is another Village favorite and this year we were happy to have former Mayor Lorraine Walsh serve as our grand-marshal.

We had our second annual Larchmont Music Festival in Flint Park – what a fantastic day filled with great performances. And then continued the fun with our summer concert series in Constitution Park.

We had our annual Sprint to Flint event, which is always an exciting event for kids and adults.

Heading into the fall, we participated in the annual Tri-Municipal 9-11 Memorial event to honor all of those lost on that terrible day.

Unfortunately, the weather certainly put a damper on our fall activities and we had to cancel Larchmont Day, but thanks to Trustee Manice as liaison to the Recreation Committee, we appointed a new chair, Pete Bulger. Our newly formed Recreation Committee has gotten off to an amazing start by organizing the Pet Parade, Fall Window Painting and Fall Fest. We had an amazing turn out for Fall Fest and it was a fantastic day in Constitution Park. We cannot wait to see what else the Recreation Committee has planned for us!

The Larchmont Arts Festival was a huge success, even though we had to move the date because of the weather, the 20<sup>th</sup> anniversary of the Arts Festival was a huge success.

At the end of October, we hosted our annual Ragamuffin Parade – which is always a family favorite!

Lastly, just this past weekend, we celebrated Light Up Larchmont with, which was organized by the Larchmont PBA and Larchmont Professional Fire Fighters Association. In particular I would like to thank James Montemarano in the Fire Department and Ryan Paroulek in the Police Department for all of their hard work to make Light Up Larchmont a success. Light Up Larchmont is always one of my favorite events.

As we move into 2024, this Board plans to continue to build on the progress that has been made in recent years, striving to maintain a high level of service, delivered with efficiency and effectiveness. We will continue on with many of the projects we have begun this year, including:

- Continue forward with our Downtown Commercial Area Plan.
- Continue with investment in Village infrastructure, as well as efforts to continue to modernize operations and Village Hall. We will continue with our interior renovations in Village Hall, as well as plans to replace the 100 year old windows and improve our HVAC system.
- Working to complete phase 1 of Flint Park Rehabilitation Project with the Flint Park Conservancy. Once this is completed, it will be a crown jewel of Larchmont, a place for families and children to make new memories with new, safe, updated equipment, fields, courts and structures.
- Focus on flood mitigation in the problem areas in the Village
- Staff is exploring new technology options to update antiquated in-person and paper-based services.

I always feel so amazed when we get to the end of these speeches by how much we were able to accomplish each year. But, as I said at the beginning, it truly takes a Village and we would not have been able to accomplish all of this without an incredible amount of time and dedication from our Village Hall staff, Fire Department, Police Department and DPW, who always go above and beyond. We also depend on our many volunteers who serve on our committees and commissions, and who generously give their time and on groups like the Flint Park Conservancy and Friends of Larchmont Parks who work so tirelessly. Lastly, I want to give my thanks to my fellow Board members, who give so much of their time to the Village and without whom none of this would be possible.

State of the Village  
Con't.

Police Chief's Report

Chief McNerney gave the following report.

1. On 11/23 in Lot 1 an unlocked vehicle contents were stolen. The Chief reminded all residents to lock their cars and do not leave the key fobs inside.
2. New Office Keisel Pedro will be ending her training at the academy and will on duty soon.
3. The department received 19 leaf blower complaints most were found to be electric blowers were being used. Officers did issue four summons this month.
4. Thanks to the PD and FD for Light Up Larchmont.
5. The PBA are collecting Toys for Tots.

The Chief wished everyone Happy Holidays.

Fire Chief's Report

Chief Valentine made the following report.

1. Just a few notes this evening since our last meeting in November.  
Last week we were able to take delivery of one of our capital equipment purchases. We have received 2 high pressure lifting bags. These bags can be placed in a space as small as about 1" and can lift approximately 27 and 19 tons respectively. These air bags replace older high-pressure lifting bags that exceeded their serviceable life.
2. We also received a pair of stabilization struts. These struts are a new piece of equipment for the department. These will allow us to stabilize vehicles on their side and their roof. This stabilization act is vital for the auto accident process. Both of these pieces of equipment will allow the department to continue to provide excellent service to the village.
3. Last night, we had a dumpster fire in the rear of 5 East Avenue. Thankfully our firefighters were on scene in just a couple minutes and kept the fire to the container. The reason I bring this to light is the dangers that any fire but especially dumpster fires present. The hazardous fumes can be worse than a structure fire since the majority of the contents are nothing more than waste materials. Also, due to the close proximity of the dumpster, this could very easily have been an apartment building fire if not for a rapid response and deployment of water.
4. Next, to echo the sentiments of Mayor Bauer, this past weekend I also wanted to thank the members of the Larchmont Professional Firefighters Association and Larchmont Police Benevolent Association for hosting the 9th annual Light up Larchmont. This event coupled with Sleigh Bells on the Avenues made Larchmont quote the festive scene this weekend and I wanted to recognize the efforts of all individuals involved.
5. Lastly, I wanted to make mention of our monthly public safety newsletter. Every month the Larchmont Police, Fire, and Codes departments put together a village wide electronic newsletter that offers the latest information with our departments and pertinent safety information. You can sign up on the village website to have your free subscription sent directly to your email.

Thank you all for your time and I am happy to answer any questions you may have. I hope everyone has a happy and safe holiday season.

Trustee Manice thanked Mayor Bauer for all the time she spends serving the residents of Larchmont.

Deputy Mayor Post announced the following changes to the Planning Board as of January 1, 2024. With Co-Chair John Parkinson, Jr. departure from the Planning Board, Co-Chair Roland Young will now be chair. Also Member Heather Mahland will now become and Alternate and Alternate Member Sarah Jones-Maturo will now be a member.

On motion of Trustee Manice, seconded by Trustee Fanelli, and unanimously carried, it was: **RESOLVED**, to appoint Dean Barnes as a member of the Planning Board for a term of three years.

Trustee Fanelli wished everyone Happy Holidays and thanked the volunteers and staff for all their efforts for the Village.

Mayor Bauer announced the following appointments. I hereby appoint Trustee Dana Post as Deputy Mayor. I hereby make the following committee assignments: **Deputy Mayor Post:** Planning Board, ZBA, Parks & Trees, Beautification and Library **Trustee Fanelli:** ARB, Human Rights Committee, arts committee, volunteer ambulance, and coastal zone management committee, fire commissioner **Deputy Mayor Post and Trustee Fanelli** shall also serve as co-liaisons for Flooding Issues **Trustee Brennan:** LEC, traffic commission, HPTF, CSC **Trustee Manice:** Finance and Budget, Bills & Invoices, Recreation **Mayor:** Sanitation Commission, Board of Assessment Review, TVS, Chamber of Commerce I hereby appoint Brian Rilley as Licensing Agent for the Village

Mayor Bauer announced the following resolutions up for adoption this evening.

**MOTION**, to approve the reappointment of Justin Datino as Village Clerk and Registrar for a term of two years that will expire in December, 2025.

**MOTION**, to approve the reappointment of James Cazzorla as Village Treasurer for a term of two years that will expire in December, 2025.

**MOTION**, to approve the reappointment of Maria Broderick as Deputy Village Treasurer for the coming year.

**MOTION**, to approve the reappointment of Brian Rilley as Deputy Village Clerk and Registrar for the coming year.

**MOTION**, to approve the reappointment of Daniel Whittemore as Village Assessor for the coming year.

**MOTION**, to approve the reappointment of James Cinque Village Prosecutor for the coming year.

**MOTION**, to appoint Christopher McNerney as Emergency Coordinator

**MOTION**, to re-appoint Stephanie Chalice to the Traffic Commission.

**MOTION**, to appoint Ian Post to the Budget Committee.

**MOTION**, that the Board will meet once a month at 7:30 PM unless otherwise needed, all at the Municipal Building.

Changes to Planning Bd.

**RESOLUTION**  
Appoint Barnes, D.  
Member Planning Bd.

**Mayor's Appointments**  
Post, D. Dep. Mayor

Datino, J.  
Village Clerk & Registrar  
Cazzorla, J.  
Treasurer

Broderick, M.  
Dep. Treasurer

Rilley, B.  
Dep. Clerk & Registrar

Cinque, J.  
Prosecutor  
McNerney, C.  
Emergency Coordinator

Chaice, S.  
Traffic Comm.

**Board Meetings**

**Board 2024 Meeting Dates**

**MOTION**, that the tentative dates for upcoming meetings are as listed below and these dates can be changed at the pleasure of the Board.

Monday, January 8, 2024

Monday, February 5, 2024

Monday, March 18, 2024

Monday, April 15, 2024

Monday, May 20, 2024

Monday, June 17, 2024

**Employees Surety Bonds**

**MOTION**, that all employees of the Village who are required to provide Surety Bonds according to law shall, before entering upon the duties of their respective offices, be covered by blanket Surety Bond now in force, or renewal thereof, and the expense shall be a charge on the Village.

**Financial Policies**

**JP Morgan Chase NYCLASS Depositories**

**MOTION**, to readopt the Investment of Village Monies Policy; Internal Control Policy; and Fund Balance Policy – General Fund **MOTION**, that JP Morgan Chase and NYCLASS are hereby designated as depositories for Village funds for the ensuing year.

**Cazzorla, J. Broderick, M. Auth. Signatures**

**MOTION** that Treasurer Cazzorla and Dep. Treasurer Broderick are authorized signatures on all Village bank accounts.

**MOTION**, to set the date of the Memorial Day Parade for Thursday, May 23, 2024 at 7:00 PM.

**Journal News official Newspaper**

**MOTION**, to designate the Journal News as the official newspaper of Larchmont.

**Larch official Tree**

**MOTION**, that the Board declares Larchmont's official tree to be the Larch.

**RESOLUTION Adopt resolutions**

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

**RESOLVED**, that the aforementioned resolutions were adopted.

**Administrator's Report**

Administrator Datino congratulated Deputy Mayor Post and Trustee Brennan on their reelection and wished everyone a Happy Holidays.

**Gottfried, M.**

Next Michael Gottfried thanked the Board for their service to Larchmont. He briefly discussed the Town of Mamaroneck Budget.

**Pare, T.**

Terrance Pare of Fountain Square asked when the TVing of the pipes in the Fountain Square will begin. Administrator Datino replied when crews are available. At this time they are in the Pine Brook area.

On motion of Trustee Post, seconded by Trustee Brennan, and unanimously carried, it was:

**RESOLVED**, to approve the List Bills dated December 4, 2023, in the amount of \$159,781.00.

On motion of Trustee Fanelli, seconded by Trustee Brennan, and unanimously carried, the meeting adjourned at 8:23PM.