



VILLAGE OF PELHAM BOARD OF TRUSTEES  
**REGULAR MEETING**  
TUESDAY, AUGUST 8, 2023, 8:00 PM  
VILLAGE HALL - 195 SPARKS AVENUE, PELHAM, NY 10803

**Join by Zoom Video:**

<https://zoom.us/j/98917409392?pwd=U09KN2MxTnJHWEU2Nm9ndWxQSEgwZz09>

Join by Telephone: (929) 205-6099

Meeting ID: 989 1740 9392

Passcode: 030699

**AGENDA ITEMS**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Village Trustees' Reports
5. Village Administrator's Report
6. Mayor's Report
7. Public Comments

<b>Non-Recurring Items</b>	
8.	Resolution Granting an Extension of Site Plan Approval for 48 First Street
9.	Resolution Authorizing Special Event Request from The Pelham Picture House Regional Film Center
10.	Resolution Amending the Employee Handbook to Incorporate a Parental Leave Policy
11.	Resolution Authorizing the Appointment of a Laborer in the Village of Pelham Department of Public Works
12.	Resolution Amending § 90-49 Schedule X: No Parking Any Time, as Authorized by § 90-15, to Create No Parking Zones on the 200 Block of Corlies Avenue
13.	Resolution Amending § 90-53 Schedule XIV: Limited-Time Parking, as Authorized by § 90-20, to Allow Limited-Time Parking on Portions of Corlies Avenue
14.	Resolution Authorizing Financial Advisory Services Agreement with Capital Markets Advisors, LLC.
15.	Other Business
<b>Recurring Items</b>	
16.	Authorizing Accounts Payable
17.	Authorizing Minutes of: July 11, 2023 Work Session, Regular Meeting & Executive Session
18.	Adjournment

Next Regularly Scheduled BOT Meetings:

**Tuesday, September 12, 2023**  
**Tuesday, September 26, 2023**

**Item # 1 - Meeting Called to Order:****Item # 2 - Pledge of Allegiance:****Item # 3 - Roll Call:**

<b>Attendee Name</b>	<b>Present</b>	<b>Absent</b>	<b>Late</b>
Mayor Mullen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Deputy Mayor Carpenter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Village Trustee Hill-Ries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Village Trustee Eldahry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Village Trustee McGreal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Village Trustee Otondi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Village Trustee Solomon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Village Administrator Scelza	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Item # 4 - Village Trustees' Report:**

Village Trustee Hill-Ries

Village Trustee Kamal Eldahry

Village Trustee McGreal

Village Trustee Otondi

Village Trustee Solomon

Deputy Mayor Carpenter

**Item # 5 - Village Administrator's Report:****Item # 6 - Mayor's Report**

**Item # 7 - Public Comments**

**Non-Recurring Items**

**Item # 8 – Resolution Granting an Extension of Site Plan Approval for 48 First Street**

**Whereas**, on April 11, 2023, the Village of Pelham Board of Trustees granted Site Plan Approval to 48 Pelham Property LLC (the “Applicant”) for a proposed Transit Oriented Development project at 48 First Street (the “Property”); and

**Whereas**, said Site Plan Approval is set to expire on August 9, 2023, if the Applicant fails to obtain a Building Permit within 120 days of the approval resolution, unless the Village Board of Trustees extends, by resolution, the time within which to do so; and

**Whereas**, the Village Board of Trustees is authorized, pursuant to § 79-7 of the Pelham Village Code, to extend the validity of the Site Plan Approval by not more than two consecutive 120-day periods from the date of the original approval; and

**Whereas**, on July 17, 2023, the Village Board of Trustees received a request from the Applicant for its first 120-day extension of the time in which they must obtain a Building Permit.

**Now, therefore, be it resolved**, that the Board of Trustees of the Village of Pelham hereby grants a 120-day extension of the Site Plan Approval, such that the Applicant must now obtain a Building Permit by no later than December 7, 2023.

<b>Vote Record - Item # 8 – Resolution Granting an Extension of Site Plan Approval for 48 First Street</b>						
<b>Village of Pelham Board of Trustees Regular Meeting</b>				<b>Tuesday, August 8, 2023</b>		
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
<input type="checkbox"/> Approved	Mayor Mullen		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Approved as Amended	Deputy Mayor Carpenter		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Tabled	Village Trustee Hill-Ries		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Withdrawn	Village Trustee Eldahry		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Discussed	Village Trustee McGreal		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Otondi		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Solomon		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Item # 9 – Resolution Authorizing Special Event Request from The Pelham Picture House Regional Film Center**

**Whereas**, the Picture House Regional Film Center has requested permission to hold its annual Picnic in the park Fundraiser in Wolfs Lane Park on Saturday, September 9, 2023 (copy attached); and

**Whereas**, the Picture House Regional Film Center shall reimburse the Village for all costs incurred by the Village as a result of the event, including but not limited to Police Department and Department of Public Works overtime, and provide a certificate of liability insurance name the Village as an additional insured in a form and amount satisfactory to the Village.

**Now, therefore, be it resolved**, that the Board of Trustees of the of the Village of Pelham herein authorizes the Picture House Regional Film Center the use of the section of Wolfs Lane Park directly across from the movie theatre with access to the park on Friday, September 8, 2023; and

**Be it further resolved**, that the Mayor and Board of Trustees authorize the appropriate Village officials and staff to take the necessary and appropriate actions to effectuate this resolution.

<b>Vote Record - Item # 9 – Resolution Authorizing Special Event Request from The Pelham Picture House Regional Film Center</b>						
<b>Village of Pelham Board of Trustees Regular Meeting</b>				<b>Tuesday, August 8, 2023</b>		
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
<input type="checkbox"/> Approved	Mayor Mullen		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Approved as Amended	Deputy Mayor Carpenter		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Tabled	Village Trustee Hill-Ries		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Withdrawn	Village Trustee Eldahry		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Discussed	Village Trustee McGreal		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Otondi		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Solomon		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Item # 10 – Resolution Amending the Employee Handbook to Incorporate a Parental Leave Policy**

**Whereas,** the Village Board of Trustees adopted the Employee Handbook on June 10, 2014; and

**Whereas,** the Village Board of Trustees reserves the right to add to, change or eliminate the policies within the Employee Handbook from time to time as it deems appropriate and to the extent applicable by law; and

**Whereas,** the Village of Pelham employees provide vital constituent services and aid in the implementation of rules, regulations, ordinances, local laws and codes of the Village; and

**Whereas,** the Village management and administration staff are integral to the delivery of Village services in an effective and efficient manner; and

**Whereas,** the Village Board of Trustees desires to amend the Employee Handbook to incorporate a Parental Leave Policy for Non-Union employees; and

**Whereas,** for purposes of the amendment to the Employee Handbook set forth in the attached policy, Non-Union employees shall mean full and part-time employees of the Village of Pelham not represented by a Labor Union.

**Now, therefore, be it resolved,** that the Board of Trustees of the Village of Pelham hereby amends the Employee Handbook to incorporate a Parental Leave Policy (attached hereto and made part hereof).

<b>Vote Record - Item # 10 – Resolution Amending the Employee Handbook to Incorporate a Parental Leave Policy</b>						
<b>Village of Pelham Board of Trustees Regular Meeting</b>				<b>Tuesday, August 8, 2023</b>		
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
<input type="checkbox"/> Approved	Mayor Mullen		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Approved as Amended	Deputy Mayor Carpenter		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Tabled	Village Trustee Hill-Ries		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Withdrawn	Village Trustee Eldahry		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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	Village Trustee Otondi		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Solomon		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Item # 11 – Resolution Authorizing the Appointment of a Laborer in the Village of Pelham Department of Public Works**

**Be it resolved,** that the Board of Trustees of the Village of Pelham hereby confirms the Mayor’s appointment of Vincent Pizzutiello of Pelham, New York, to the position of Laborer, First, Job Class Code 0425-05, in the Village of Pelham Department of Public Works, effective Monday, August 7, 2023, at an annual starting salary of \$70,500.00, subject to the requirements of Westchester County Civil Service, for a probationary period of one (1) year; and

**Be it further resolved,** that the Village Administrator is authorized to take the necessary and appropriate actions to effect this appointment.

<b>Vote Record - Item # 11 – Resolution Authorizing the Appointment of a Laborer in the Village of Pelham Department of Public Works</b>						
<b>Village of Pelham Board of Trustees Regular Meeting</b>				<b>Tuesday, August 8, 2023</b>		
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
<input type="checkbox"/> Approved	Mayor Mullen		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Approved as Amended	Deputy Mayor Carpenter		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Tabled	Village Trustee Hill-Ries		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Withdrawn	Village Trustee Eldahry		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Discussed	Village Trustee McGreal		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Otondi		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Solomon		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Item # 12 - Resolution Amending § 90-49 Schedule X: No Parking Any Time, as Authorized by § 90-15, to Create No Parking Zones on the 200 Block of Corlies Avenue**

**Whereas**, the Board of Trustees of the Village of Pelham has found that the traffic and parking conditions on Corlies Avenue at the intersection of Boulevard in the Village of Pelham require that the east side of Corlies Avenue from Boulevard to Second Street East should be areas where there is no parking any time; and

**Whereas**, the Board of Trustees of the Village of Pelham has found that prohibiting parking at any time on the east side of Corlies Avenue from Boulevard to Second Street East would benefit the health, safety and welfare of the public.

**Now, therefore, be it resolved**, that § 90-49 Schedule X: No Parking Any Time, as Authorized by § 90-15 of the Code of the Village of Pelham is amended to add the following location:

<b><u>Street Name</u></b>	<b><u>Side</u></b>	<b><u>Location</u></b>
Corlies Avenue	East	From Boulevard to Second Street East



**Item # 13 - Resolution Amending § 90-53 Schedule XIV: Limited-Time Parking, as Authorized by § 90-20, to Allow Limited-Time Parking on Portions of Corlies Avenue**

**Whereas**, the Board of Trustees of the Village of Pelham has found that the traffic and parking conditions on Corlies Avenue at the intersection of Boulevard in the Village of Pelham require that the east side of Corlies Avenue from Boulevard to Second Street East should be areas where there is no parking any time.

**Now, therefore, be it resolved**, that § 90-53 Schedule XIV: Limited-Time Parking, as Authorized by § 90-20 of the Code of the Village of Pelham is amended to add and remove the following locations:

**REPEAL**

<b><u>Street Name</u></b>	<b><u>Side</u></b>	<b><u>Time Limit</u></b>	<b><u>Hours/Days</u></b>	<b><u>Location</u></b>
Corlies Avenue	Both	1 hr.	All times	From First Street to Boulevard

**ADD**

<b><u>Street Name</u></b>	<b><u>Side</u></b>	<b><u>Time Limit</u></b>	<b><u>Hours/Days</u></b>	<b><u>Location</u></b>
Corlies Avenue	Both	1 hr.	All times	From First Street to Second Street East
Corlies Avenue	West	1 hr.	All times	From Second Street East to Boulevard

**Item # 14 - Resolution Authorizing Financial Advisory Services Agreement with Capital Markets Advisors, LLC.**

**Whereas**, the Village of Pelham (“Village”) intends to refinance and issue debt service in the near future to finance the costs of various Capital Projects; and

**Whereas**, a financial advisor assists in many facets of issuing municipal debt, which includes the provision of services in connection with new bond issuance, anticipation notes, deficit and budget notes, preparation and assistance with financing documents, notice of sale to financial institutions and underwriters, and preparation of bond amortization schedules; and

**Whereas**, Capital Markets Advisors LLC (“CMA”) is a financial advisory services firm for local municipal governments servicing the Westchester County area; and

**Whereas**, the Village desires to retain CMA to provide financial advisory services for the period beginning August 8, 2023 through May 31, 2025.

**Now, therefore, be it resolved**, that the Board of Trustees of the Village of Pelham herein authorizes the Village Administrator to execute the attached Financial Advisory Services Agreement (attached hereto and made apart hereof) with Capital Market Advisors LLC for the period beginning August 8, 2023 through May 31, 2025.

<b>Vote Record - Item # 14 – Resolution Authorizing Financial Advisory Services Agreement with Capital Markets Advisors, LLC.</b>						
<b>Village of Pelham Board of Trustees Regular Meeting</b>				<b>Tuesday, August 8, 2023</b>		
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
<input type="checkbox"/> Approved	Mayor Mullen		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Approved as Amended	Deputy Mayor Carpenter		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/> Discussed	Village Trustee McGreal		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Otondi		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Solomon		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Item # 15 – Other Business**

**Recurring Items**

**Item # 16 - Authorizing Accounts Payable**

*Trustee Hill-Ries is auditing the Accounts Payable.*

**Whereas**, pursuant to § 5-524 of the New York State Village Law, the Board of Trustees shall audit all claims against the Village.

**Now, therefore, be it resolved**, that the Board of Trustees of the Village of Pelham after audit of the following vouchers, authorizes payment for services rendered and materials received, for the following items that have been submitted to the Treasurer's Office for payment and authorized by the Village Administrator and Deputy Village Treasurer:

<u>Fund Name:</u>	<u>Amount</u>
General Fund (A)	\$581,372.84
Capital Projects Fund (H)	\$ 29,665.50
Trust & Agency (T)	\$ 64,607.50
<b>Grand Total</b>	<b>\$ 675,645.84</b>

**Be it further resolved**, that the Village Board of Trustees hereby approves payment of the above-mentioned claims and authorizes payment thereof.

<b>Vote Record - Item # 16 - Resolution Authorizing the Accounts Payable</b>						
<b>Village of Pelham Board of Trustees Regular Meeting</b>				<b>Tuesday, August 8, 2023</b>		
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
<input type="checkbox"/> Approved	Mayor Mullen		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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	Village Trustee Otondi		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Solomon		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Item # 17 - Authorizing Minutes of: July 11, 2023 Work Session, Regular Meeting and Executive Session**

<b>Vote Record - Item # 17 – Authorizing the Minutes of July 11, 2023 Work Session, Regular Meeting and Executive Session</b>						
<b>Village of Pelham Board of Trustees Regular Meeting</b>				<b>Tuesday, August 8, 2023</b>		
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
<input type="checkbox"/> Approved	Mayor Mullen		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Approved as Amended	Deputy Mayor Carpenter		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Tabled	Village Trustee Hill-Ries		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Withdrawn	Village Trustee Eldahry		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Discussed	Village Trustee McGreal		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Otondi		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Village Trustee Solomon		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Item # 18 - Adjournment**