

**VILLAGE OF HASTINGS-ON-HUDSON, NEW YORK
BOARD OF TRUSTEES
ORGANIZATIONAL MEETING
APRIL 3, 2018**

Organizational Meeting Opened 7:35pm

PLACE: **MEETING ROOM**, Municipal Building, 7 Maple Avenue

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

Present: Mayor Swiderski
 Trustee Armacost
 Trustee Lemons
 Trustee Leaf
 Trustee Lopez

Village Manager Frobeld
Attorney Whitehead

IV. **ADMINISTRATION OF OATH OF OFFICE**

- The following officers were sworn in for their terms:

Trustee Nicola Armacost
Trustee Georgia Lopez
Associate Village Justice James DeVita

V. **RESOLUTIONS**

25:18 MAYORAL AND BOARD OF TRUSTEES APPOINTMENTS

Trustee Armacost moved, seconded by Trustee Lopez, and unanimously carried, that the following resolution be approved: Approved 5-0.

A. **ASSOCIATE VILLAGE JUSTICE**

RESOLVED: that the Mayor and Board of Trustees appoint **James R. DeVita** as Associate Village Justice for a term of one (1) official year.

B. **VILLAGE ATTORNEY AND VILLAGE PROSECUTOR**

RESOLVED: that the Mayor and Board of Trustees award a contract for services to McCullough, Goldberger, & Staudt, LLP as Village Attorney and Village Prosecutor for a term of two (2) years.

C. **HISTORIAN**

RESOLVED: that the Mayor and Board of Trustees appoint **Sue Smith** as Village Historian for a term of one (1) official year.

D. **NATURALIST**

RESOLVED: that the Mayor and Board of Trustees appoint **Lawrence Forcella** as Village Naturalist for a term of one (1) official year.

26:18 MAYORAL AND BOARD OF TRUSTEES DESIGNATIONS

Trustee Armacost moved, seconded by Trustee Lemons, and unanimously carried, that the following resolution be approved: Approved 5-0.

A. **OFFICIAL NEWSPAPERS**

RESOLVED: that the Mayor and Board of Trustees designate the **Rivertowns Enterprise** and the **Journal News** as official newspapers for a term of one (1) official year.

B. **OFFICIAL DEPOSITORIES**

RESOLVED: that the Mayor and Board of Trustees designate **JP Morgan Chase Bank, Citibank, N.A., Sterling National Bank, and MBIA-Class** as official depositories for a term of one (1) official year.

C. **REGULAR MEETING DAYS**

RESOLVED: that the Mayor and Board of Trustees designate the **first and third Tuesday of each month** as the Board of Trustees Regular Meeting days.

D. **AUTHORIZATION TO SIGN CHECKS AND INSTRUMENTS**

RESOLVED: that the Mayor and Board of Trustees authorize the following to sign checks and instruments of the Village of Hastings-on-Hudson, when countersigned by the Mayor or one (1) Trustee:

Francis A. Frobel, Joseph L. Cerretani

except individual payroll checks which shall require one (1) of the following signatures:

Francis A. Frobel, Joseph L. Cerretani

27:18 EXECUTIVE SESSION POLICY

Trustee Armacost moved, seconded by Trustee Lemons, and unanimously carried, that the following resolution be approved: Approved 5-0.

RESOLVED: that the Mayor and Board of Trustees approve the Executive Session Policy as follows:

It is the policy of the Board of Trustees of the Village of Hastings-on-Hudson to conduct Village business in an open fashion and to make available as much information as may legally and practically be disseminated.

The New York Open Meetings Law authorizes the Board to conduct business in executive session in a number of areas. These include:

1. Matters which will imperil the public safety if disclosed;
2. Matters which may disclose the identity of a law enforcement agent or informer;
3. Information relating to criminal investigations;
4. Discussions relating to proposed, pending or current litigation;
5. Collective bargaining negotiations;
6. Personnel matters; and
7. The proposed acquisition, sale, or lease of real property or securities.

The Board recognizes that it is authorized to use Executive Sessions in these situations, but will do so with restraint.

To maintain confidentiality and to encourage the uninhibited discussion of the subjects of Executive Sessions, the specific subject matter and any statements made or positions taken by all participants must remain confidential and may not be disclosed by any participant unless and until a majority of the Board votes to authorize the release thereof by the Board.

It has been and continues to be the practice of the Board that all members of the Board, acting together, come to agreement by consensus on the specific information which is to be released to the public, the suitable vehicle for reporting that information, and the timing of the reporting.

The Village Clerk (or designee) shall take minutes of each executive session, such minutes to consist only of the following:

1. Date of resolution calling for the executive session;
2. Date, place, and time of executive session;
3. Names of persons present;

4. Broad description of subjects discussed (e.g. personnel, pending litigation); and
5. If any action is taken by formal vote, a summary of the final determination of such action and a record of the vote, in accordance with Public Officers Law ' 106.

Minutes shall be approved at the next regular meeting of the Board of Trustees.

Adopted by the Board of Trustees on September 28, 1993.

Revised November 20, 2007.

28:18 RULES OF PROCEDURE

Trustee Lemons moved, seconded by Trustee Armacost, and unanimously carried, that the following resolution be approved: Approved 5-0.

RESOLVED: that the Mayor and Board of Trustees approve the Rules of Procedure as attached.

VI. APPOINTMENTS TO BOARDS AND COMMISSIONS

Mayor Swiderski announced reappointments and new appointments to Village Boards and Commissions.

Mayor Swiderski acknowledged Jamie Cameron who served the Village and recently passed in an accident. A moment of silence was offered in his memory.

VII. ADJOURNMENT

Trustee Lemons moved to adjourn the meeting into the Budget Public Hearing, seconded by Trustee Armacost. Motion carried, all voting aye. Approved 5-0.

Meeting adjourned 7:51pm

Joseph L. Cerretani
Village Clerk