VILLAGE OF TUXEDO PARK
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 20, 2024

Present:	Mayor Marc D. Citrin Deputy Mayor Michele Lindsay Trustee Paul Brooke Trustee Joshua Scherer
Absent:	Trustee Jedediah Turner
Clerk:	Elizabeth A. Doherty
Village Attorney:	Jared A. Kasschau, Esq. (Harris Beach, PLLC) via Zoom
Attendees:	Building and Land Use Officer John Ledwith, DPW Superintendent Jeff Voss, Police Chief Allen Faust, Capital Planning Board Member Tom Birmingham, Climate Smart Community Task Force Chair Jim Hays, and Wee Wah Committee Chair Matthew Tinar were in attendance at Village Hall (no other members of the public were in attendance); Planning Board Chair Jay Reichgott and approximately four members of the public attended via Zoom.

Mayor Citrin called the meeting to order at 7:00p.m. The Pledge of Allegiance was made followed by roll call.

Reports to the Board
Resolution 1218-01

Be it resolved that the Board add all written reports to the permanent record.

Motion made by Mayor Citrin, seconded by Trustee Brooke.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Minutes
Resolution 1218-02

Be it resolved that the Board of Trustees approve the minutes from the November 20, 2024 Regular Meeting.

Motion made by Mayor Citrin, seconded by Deputy Mayor Lindsay.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Village Boat Club
Resolution 1218-03

Be it resolved that the Board of Trustees authorize the Mayor to sign the Village Boat Club License Agreement for one year in 2025.

Motion made by Mayor Citrin, seconded by Deputy Mayor Lindsay.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Introductory Local Law
Resolution 1218-04

Be it resolved to schedule a Public Hearing on Introductory Local Law #3 of 2024 - Village-wide Speed Limit on January 15, 2024.

Motion made by Mayor Citrin, seconded by Deputy Mayor Lindsay.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Change in FOIL Policy
Resolution 1218-05

Be it resolved to accept the amended Village FOIL policy pursuant to State Statue (Attachment A).

Motion made by Mayor Citrin, seconded by Trustee Brooke.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Workers' Compensation Contract
Resolution 1218-06

Be it resolved that the Board of Trustees approve the renewal of PERMA third party administration services at the same rates as last year.

Motion made by Mayor Citrin, seconded by Trustee Brooke.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Tuxedo Join Fire District Appointment
Resolution 1218-07

Be it resolved that the Board of Trustees authorize the Tuxedo Joint Fire District to reappoint Commissioner Todd Darling to a five-year term beginning January 1, 2025.

Motion made by Mayor Citrin, seconded by Deputy Mayor Lindsay.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Closing Costs on Title of
Donation of Land
Resolution 1218-08

Be it resolved that the Village of Tuxedo Park accepts, with gratitude, the donation of four plus acres of vacant land known as parcel Section 214 Block 1 Lot 16.1 on the tax map of the Town of Tuxedo, and in consideration of the same, hereby agrees to absorb all reasonable and necessary costs in relation to the acceptance of the donation, not including the donor's attorney's fees.

Motion made by Mayor Citrin, seconded by Deputy Mayor Lindsay.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Audit of Claims

AUDIT OF CLAIMS - Bills in the amount of $416,932.06 for the General Fund, $8,533.04 for the Sewer Fund, and $29,743.13 for the Water Fund were audited and ordered paid.

Budget Transfers

No budget transfers were made.

Enter Executive Session
Resolution 1218-09

Be it resolved that the Board of Trustees leave the Public Meeting and enter Executive Session at 8:20 p.m. to receive legal opinions from the Village Attorney, discuss contract negotiations with respect to Sterling Carting, as well as other matters.

Motion made by Mayor Citrin, seconded by Trustee Brooke.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Exit Executive Session
Resolution 1218-10

Be it resolved that the Board of Trustees exit Executive Session and re-enter the public Meeting at 8:48 p.m.

Motion made by Mayor Citrin, seconded by Trustee Brooke.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

South Gate House Rental
Resolution 1218-11

Be it resolved that DPW employee Ryan Burns is offered a lease/permit to occupy the South Gate House and that occupancy will be at a rent of $1,250 per month for a term of one year, subject to renewal and possible increase at that point in time. Mr. Burns, as the tenant, will be responsible for electricity as well as propane service at the house.

Motion made by Mayor Citrin, seconded by Trustee Brooke.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Sterling Carting
Resolution 1218-12

Be it resolved that the Board of Trustees authorize the Mayor to sign the final one-year extension through November 2025 of the contract with Sterling Carting that includes a monthly price increase of $1,500 over and above the initial contract price. The Mayor noted that there has been no increase in contract price since the contract was signed in 2019.

Motion made by Mayor Citrin, seconded by Deputy Mayor Lindsay.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Local Law #2 of 2024 - Fences
Resolution 1218-13

Be it resolved that the Board of Trustee adopt Introductory Local Law #2 of 2024, entitled, "Chapter 49 - Fences."

Motion made by Mayor Citrin, seconded by Trustee Brooke.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Adjournment
Resolution 1218-14

Be it resolved that the Board of Trustees adjourn the Public Meeting at 8:51 p.m.

Motion made by Mayor Citrin, seconded by Deputy Mayor Lindsay.

Vote of the Board:

Mayor Citrin – Aye
Deputy Mayor Lindsay – Aye
Trustee Brooke – Aye
Trustee Scherer – Aye
Trustee Turner – Absent

Respectfully submitted,

Elizabeth A. Doherty

Elizabeth A. Doherty
Village Clerk-Treasurer

Attachment A

Policy on the Release of Employee-Related Information Under FOIL

Purpose:
Pursuant to Article 6 of the Freedom of Information Law (FOIL), Chapter 302 of the Laws of 2024, all agencies must develop a policy to notify public employees if their disciplinary records are being released in response to a FOIL request. This policy shall ensure the proper notification requirements, contents of the notification, delivery of the notification and define the records to be released.

Definitions:

1) FOIL - Freedom of Information Law (also referred to as Public Officers Law, Article 6, Sections 84-90)

2) Record - any information kept, held, filed, produced or reproduced by, with or for an agency or the state legislature, in any physical form whatsoever including, but not limited to, reports, statements, examinations, memoranda, opinions, folders, files, books, manuals, pamphlets, forms, papers, designs, drawings, maps, photos, letters, microfilms, computer tapes or discs, rules, regulations or codes.

Notification Requirement:
The Village of Tuxedo Park will provide notice to current and former public employees if their employment records are subject to a FOIL request. Notification shall occur after the records are released, in line with the legislative intent to ensure minimal notice.

Content of the Notification:
The notification will include a statement informing the employee that their employment records have been released. While there is no requirement to provide a copy of the FOIL request or the released records, the Village will provide any records released to the employee.

Delivery of Notification:
The notice should be delivered in writing, either via regular mail or email, depending on the availability of the employee's contact information. In the event that a former employee is unable to be contacted, all reasonable efforts will be made and these attempts documented. Such notification efforts shall be the responsibility of the Village Clerk.

Disciplinary Records:
The Village will use the definition of “disciplinary records” under Public Officers Law (POL) §86(6) for law enforcement, applying it to non-law enforcement employees. Counseling memos may also be classified as disciplinary records if they relate to employment discipline.