

Organizational Meeting of the Board of Trustees of the Village of Croton-on-Hudson, NY, held on Monday, December 1, 2025, in the Georgianna Grant Meeting Room at the Stanley Kellerhouse Municipal Building, Van Wyck Street, Croton-on-Hudson, NY 10520.

Mayor Pugh	Trustee Simon
Village Manager Bryan Healy	Trustee Nicholson
Village Attorney Joshua Subin	Trustee Slippen
Village Treasurer Genette Toone	Trustee Nachtaler

1. Mayor Pugh called the *Organizational Meeting* to order at 7:00pm; Girl Scouts from Croton-on-Hudson led everyone in the Pledge of Allegiance.
2. Assemblywoman Dana Levenberg welcomed everyone to the Annual Organizational Meeting. Assemblywoman Levenberg stated that she is very excited that so many residents were involved in this last election and thanked all the elected officials for their service to the community, there are a lot of exciting things happening in Croton and she looks forward to continuing to work with community leaders.
3. Past Mayor Robert Elliott administered the Oath of Office to Mayor Pugh, Trustee Nicholson and Trustee Elect Nachtaler.

To hear remarks from Trustee Nicholson, Trustee Nachtaler and Mayor Pugh you may log onto the following link:

<https://play.champds.com/crotononhudsonny/event/1109> (6.45)

Bo Balaban of 122 Cleveland Drive, Croton on Hudson sang a beautiful rendition of God Bless America.

4. *Announcement of Election Results:*

<https://play.champds.com/ATT/crotononhudsonny/2025-11/3c5d736dc342113a85373144295823f4f89d2543.pdf>

5. *Resolutions:*

Resolution #272-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York with a 5-0 vote.

WHEREAS, the Village Board of Trustees creates advisory boards, committees and councils from time to time to provide guidance on certain topics or areas of expertise, and

WHEREAS, in the recent past, two such committees were created: the Bicycle Pedestrian Committee and the Sustainability Committee, and

WHEREAS, their creation was not formally documented by resolution of the Village Board,

NOW THEREFORE BE IT RESOLVED: that the Board of Trustees hereby formalizes the Bicycle Pedestrian Committee and the Sustainability Committee as advisory committees of the Village of Croton-on-Hudson, and

BE IT FURTHER RESOLVED that each committee should be constituted by a total number of no less than five members and no more than nine members, and

BE IT FURTHER RESOLVED that the members of each committee shall be appointed by the Mayor and confirmed by the Board of Trustees to serve staggered three-year terms, and

BE IT FURTHER RESOLVED that the Mayor shall appoint a member of the committee to serve as Chair, and

BE IT FURTHER RESOLVED that each committee shall keep meeting minutes of their regular meetings to post on the Village website.

Resolution #273-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE SLIPPEN, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York with a 5-0 vote.

WHEREAS, on November 5, 2018, the Village Board established the Diversity and Inclusion Committee for the Village of Croton-on-Hudson; and

WHEREAS, in January 2024, the committee was reconstituted as the Inclusion, Diversity, Equity and Accessibility (IDEA) Advisory Committee; and

WHEREAS, the original resolution did not establish a maximum number of committee members; and

WHEREAS, the terms for committee members were set at one year under the original resolution; and

WHEREAS, the Village Board discussed making changes to the setup of the IDEA Advisory Committee at a work session held on November 12, 2025,

NOW THEREFORE BE IT RESOLVED: that the Board of Trustees hereby determines that the IDEA Advisory Committee should be constituted by a total number of no less than five members and no more than nine members; and

BE IT FURTHER RESOLVED: that the members of each committee shall be appointed by the Mayor and confirmed by the Board of Trustees to serve staggered two-year terms; and

BE IT FURTHER RESOLVED: that the Mayor shall appoint a member of the committee to serve as Chair; and

BE IT FURTHER RESOLVED: that the IDEA Advisory Committee shall keep meeting minutes of their regular meetings to post on the Village website.

Resolution Appointing Village Officials.

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the Board of Trustees of the Village of Croton on Hudson approved the appointment of the following Village Officials. Motion was approved with a 5-0 vote.

Pauline DiSanto	Registrar of Vital Statistics	Term Expiring December 2027
Bryan Healy	Deputy Registrar of Vital Statistics	Term Expiring December 2026
Pauline DiSanto	Village Clerk	Term Expiring December 2027
Bryan Healy	Deputy Village Clerk	Term Expiring December 2026
Genette Toone	Village Treasurer	<i>Holdover</i>
Rachel Sibrizzi	Deputy Village Treasurer	<i>Holdover</i>
Joseph Green	Associate Village Justice	Term Expiring December 2026
Casey Raskob	Village Prosecutor	Term Expiring December 2026
Marc Cheshire	Village Historian	Term Expiring December 2026
Ian Murtaugh	Marriage Officer	Term Expiring December 2026
Len Simon	Deputy Mayor	Term Expiring December 2026

Mayor Pugh made the following Liaison Appointments:

Committee	Primary Liaison	Secondary Liaison
Advisory Board on the Visual Environment	Maria Slippen	Stacey Nachtaler
Arboretum	Maria Slippen	Brian Pugh
Arts & Humanities Adv. Council	Maria Slippen	Nora Nicholson
Bicycle-Pedestrian Comm.	Brian Pugh	Len Simon
Business Development & Business Council	Len Simon	Nora Nicholson
Conservation Adv. Council	Nora Nicholson	Brian Pugh
Finance & Auditing	Brian Pugh	Stacey Nachtaler
Fire Council	Len Simon	Brian Pugh
HEART Committee	Len Simon	Brian Pugh
IDEA Committee	Nora Nicholson	Maria Slippen
Intergovernmental Relations	Len Simon	Brian Pugh
Library Board	Maria Slippen	Nora Nicholson
Planning Board	Stacey Nachtaler	Len Simon
Police Adv. Committee	Maria Slippen	Nora Nicholson
Recreation Adv. Committee	Nora Nicholson	Maria Slippen
School Board	Nora Nicholson	Len Simon
Senior Citizens	Stacey Nachtaler	Len Simon
Sustainability Committee	Brian Pugh	Len Simon
WAC	Len Simon	Stacey Nachtaler
Water Control Comm.	Stacey Nachtaler	Maria Slippen
Zoning Board of Appeals	Stacey Nachtaler	Len Simon

Resolution #274-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York with a 5-0 vote.

WHEREAS pursuant to Labor Law § 27-b, local governments in the State of New York, including villages, are required to adopt a workplace violence prevention policy for the protection of all employees, and

WHEREAS on June 5, 2006, the Village Board of Trustees adopted a Workplace Violence Prevention Policy, and

WHEREAS pursuant to General Municipal Law § 104-b, every municipality must adopt a policy governing the procurement of all goods and services which are not required to be purchased pursuant to the competitive bidding requirements of General Municipal Law § 103, and

WHEREAS on February 13, 2023, the Village Board of Trustees adopted the amended Procurement Policy which added the requirement of the Green Purchasing Communities program, and

WHEREAS pursuant to General Municipal Law § 39, local governments in the State of New York, including villages, are required to adopt a comprehensive written investment policy, and

WHEREAS on August 15, 2016, the Village Board of Trustees adopted an Investment Policy for the Village, and

WHEREAS pursuant to Labor Law § 201, local governments in the State of New York, including villages, are required to adopt a sexual harassment prevention policy for the protection of all employees, and

WHEREAS on October 15, 2018, the Village Board of Trustees adopted a Sexual Harassment Prevention Policy, and

WHEREAS pursuant to Technology Law § 208, local governments in the State of New York, including villages, are required to adopt a breach notification policy addressing potential identity theft related to security breaches, and

WHEREAS on February 19, 2019, the Village Board of Trustees adopted a Breach Notification Policy, and

WHEREAS while not required under New York State Law, the Village Board of Trustees adopted a Fund Balance Policy and Debt Policy on January 17, 2017, in furtherance of its goal for sound financial management of the Village, and

WHEREAS local governments are required to review their policies on an annual basis,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby approves the attached Workplace Violence Prevention, Procurement, Investment, Fund Balance, Debt, Sexual Harassment Prevention and Breach Notification policies for the Village of Croton-on-Hudson.

Resolution #275-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York with a 5-0 vote.

WHEREAS the Open Meetings Law (OML) requires local governments to notify the news media and public at least 72 hours prior to the holding of any regularly scheduled meeting, and

WHEREAS meetings shall be held on the first Monday and third Wednesday of December in 2025, and the first and third Wednesdays beginning January 2026 (with certain exceptions), at 7:00 PM in the Georgianna Grant Meeting Room at the Stanley H. Kellerhouse Municipal Building, 1 Van Wyck Street, Croton-on-Hudson,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby adopts the attached schedule of Village Board Meetings for the upcoming year.

Resolution #276-2025

On motion of TRUSTEE SLIPPEN, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York with a 5-0 vote.

WHEREAS the designation of an official newspaper is effective for one year and must be one which has general circulation within the Village,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby designates The Gazette as the official newspaper for the Village of Croton-on-Hudson, and

BE IT FURTHER RESOLVED that The Journal News is designated as an official newspaper on an as-needed basis.

Resolution #277-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York with a 5-0 vote.

WHEREAS, the Board of Trustees has determined that Village Law § 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all village monies,

NOW THEREFORE BE IT RESOLVED: that the Board of Trustees designates the following institutions as depositories of all monies received by the Village Treasurer and/or her designees:

JP Morgan Chase, N.A.
Webster Bank
MBIA NYCLASS
Flushing Bank

Resolution #278-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York with a 5-0 vote.

WHEREAS, the New York State and Local Retirement System requires that the Village establish a standard workday for each employee title for retirement reporting purposes,

NOW THEREFORE BE IT RESOLVED: that the Village of Croton-on-Hudson, Location Code 40065 hereby establishes the following as standard workdays for its employees and will report days worked to the New York State and Local Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the Village Clerk of this body:

Title	Standard Workday
ASSOCIATE VILLAGE JUSTICE	7.00
ASSISTANT COURT CLERK	7.00
ASSISTANT COURT CLERK (SPANISH SPEAKING)	7.00
ASST. DISTRICT ATTORNEY (VILLAGE)	7.00
ASST. GENERAL FOREMAN	8.00
ASST. BUILDING INSPECTOR	7.00
ASST. VILLAGE ENGINEER	7.00
ASST. TO VILLAGE MANAGER	7.00
AUTO MECHANIC	8.00
BUS DRIVER	7.00
CARETAKER	8.00
CODE ENFORCEMENT OFFICER	7.00
COURT ATTENDANT	7.00
COURT CLERK	7.00
DEPUTY VILLAGE CLERK	7.00
DEPUTY VILLAGE TREASURER	7.00

FIRE INSPECTOR	7.00
GENERAL FOREMAN	8.00
HARBOR MASTER	7.00
HEAVY MOTOR EQUIP OPERATOR	8.00
INTERMEDIATE CLERK	7.00
JUNIOR ACCOUNTANT	7.00
JUNIOR CLERK	7.00
LABORER	8.00
LEAD MAINT MECH (AUTO)	8.00
LIFEGUARD	7.00
LIFEGUARD CAPTAIN	7.00
MAINTENANCE WORKER REPAIR	8.00
MAYOR	7.00
MOTOR EQUIP OPERATOR	8.00
OFFICE ASST (AUTO SYS) - DPW	8.00
OFFICE ASST (AUTO SYS) – ENGINEERING	7.00
PARK ATTENDANT	7.00
PARK RANGER	7.00
PARKING ENFORCEMENT OFFICER	8.00
PARKING ENFORCEMENT OFFICER/ SCHOOL CROSSING GUARD	7.00
PARKING OFFICE MANAGER	7.00
PERMIT CLERK (SPANISH SPEAKING)	7.00
POLICE CHIEF	8.00
POLICE DISPATCHER	8.00
POLICE LIEUTENANT	8.00
POLICE OFFICER	8.00
POLICE OFFICER (SPANISH SPEAKING)	8.00
POLICE SERGEANT	8.00
RECREATION ASSISTANT	7.00
RECREATION ATTENDANT	7.00
RECREATION LEADER	7.00
RECREATION SPECIALIST	7.00
ROAD FOREMAN	8.00
SCHOOL CROSSING GUARD	7.00
SECRETARY TO VILLAGE MANAGER	7.00
SKILLED LABORER	8.00
SR OFFICE ASSISTANT (AUTO SYS)	7.00
SUPT OF PUBLIC WORKS	8.00
SUPT OF RECREATION	7.00

VILLAGE CLERK	7.00
VILLAGE ENGINEER	7.00
VILLAGE JUSTICE	7.00
VILLAGE MANAGER	7.00
VILLAGE TREASURER	7.00
VILLAGE TRUSTEE	7.00
WATER MAINT FOREPERSON	8.00
WATER MAINTENANCE WORKER I	8.00
WATER MAINTENANCE WORKER II	8.00

Resolution #279-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York with a 5-0 vote.

WHEREAS pursuant to Village Law § 3-306, certain public officials (generally those that have custody or control of Village funds) are required to execute an undertaking or bond,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby approves the setting of bond levels at \$500,000 for the following elected and appointed officials: Village Justice, Associate Village Justice, Village Treasurer, Deputy Village Treasurer and Village Clerk, and

BE IT FURTHER RESOLVED that the following employees, as a result of their job duties, shall also have bond levels set at \$500,000: Secretary to the Village Manager, Junior Accountant, Court Clerk and Assistant Court Clerk; and

BE IT FURTHER RESOLVED that the expense of such bonding shall be a charge upon the Village and payable from A1910.4000.

Resolution #280-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York with a 5-0 vote.

WHEREAS Village Law § 4-412 provides that the Board of Trustees may determine its own rules of procedure, and

WHEREAS on January 16, 2018, the Board of Trustees adopted Rules of Procedure for the Board of Trustees of the Village of Croton on Hudson, and

WHEREAS on December 2, 2024, the Board of Trustees last amended the Rules of Procedure for the Board of Trustees, and

WHEREAS the Board of Trustees has determined that revisions to the Rules of Procedure are necessary to ensure they reflect the current operational needs and best practices of the Village,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby adopts the Amended Rules of Procedure for the Board of Trustees of the Village of Croton-on-Hudson pursuant to Village Law § 4-412 attached hereto.

Resolution #281-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York with a 5-0 vote.

WHEREAS, the Village Board adopted a resolution on March 19, 2001, establishing the standard workday for all village employees including elected and appointed officials for the purpose of reporting to the New York State and Local Retirement System; and

WHEREAS, the New York State and Local Retirement System (NYSLRS) has set certain reporting requirements that apply to elected and appointed officials whose terms started on or after August 12, 2009, who are members of the NYSLRS and who do not participate in their employee's time keeping system; and

WHEREAS, based on this requirement, the Village must establish a standard workday for each of these elected and appointed offices, specify the expectation of each term, designate the number of days to be reported for each official and certify receipt of record of activities,

NOW THEREFORE BE IT RESOLVED: that the Village of Croton-on-Hudson hereby establishes the following as standard workdays for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted to the Village Clerk:

ELECTED OFFICIALS:

TITLE	NAME	SS#	REG#	STANDARD WORKDAY	TERM BEGINS/ENDS	RECORDS OF ACTIVITIES RESULTS	NOT SUBMITTED	TIER 1	PAY FREQUENCY
MAYOR	BRIAN PUGH	XXXX	XXXX	7.00	12/01/2025- 12/06/2027		X	NO	MONTHLY
VILLAGE JUSTICE	SAM WATKINS	XXXX	XXXX	7.00	12/05/2022- 12/07/2026	3.39		NO	MONTHLY

Resolution #282-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York with a 5-0 vote.

WHEREAS the Board of Trustees would like to establish a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village, and

WHEREAS per Village Law § 5-524(7), such rate must be determined by resolution of the Board of Trustees, and

WHEREAS the Internal Revenue Service (IRS) annually sets a maximum rate for reimbursement for business-related expenses,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees shall approve reimbursement to such officers and employees at the rate established by the IRS provided that such vehicle use for business purposes has been approved in advance by the Village Manager.

Resolution #283-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York, with a 5-0 vote.

WHEREAS the Board of Trustees of the Village of Croton-on-Hudson has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, and

WHEREAS all such claims must be presented at the next regular meeting for audit, and

WHEREAS the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the Board of Trustees disallows,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the Board of Trustees disallows; and

BE IT FURTHER RESOLVED: that this resolution shall take effect immediately.

Resolution #284-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York, with a 5-0 vote

WHEREAS various conferences, seminars and trainings are held throughout the year that may be of interest for Village officials and employees to attend, and

WHEREAS the Village benefits from the knowledge gained at these conferences, seminars and trainings, and

WHEREAS under General Municipal Law §77-b, attendance at such conferences, seminars and trainings must be approved in advance, and

WHEREAS under General Municipal Law §77-b, the approval authority granted to the Board of Trustees may be delegated to any executive officer, and

WHEREAS General Municipal Law §72-g authorizes attendance at conferences, seminars and trainings by members of a volunteer fire department, and

WHEREAS a Conference and Travel Policy has been drafted to reflect the above and provide additional guidance,

NOW THEREFORE BE IT RESOLVED that the Village Board of Trustees hereby adopts the Conference and Travel Policy for the Village of Croton-on-Hudson; and

BE IT FURTHER RESOLVED that such approval by the Village Manager shall only be given in accordance with the appropriated funding in each year's budget for attendance at such conferences, seminars and trainings.

Resolution #285-2025

On motion of TRUSTEE SIMON, seconded by TRUSTEE NICHOLSON, the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York, with a 5-0 vote.

WHEREAS the Village of Croton-on-Hudson adopted a Social Media and Email Blast Policy ("the Policy") on June 17, 2019, and

WHEREAS the Policy was last amended on June 21, 2022, to permit the publication of Village-sponsored events in the weekly Croton Community Calendar, and

WHEREAS revisions to the Policy have been proposed to no longer accept public comment on Village social media accounts, and

WHEREAS residents will continue to be able to private message the Village's social media accounts, as well as contact staff through telephone, email and the Village website, and

WHEREAS, these proposed changes were discussed at a work session held on November 12, 2025,

NOW THEREFORE BE IT RESOLVED that the Village Board of Trustees hereby adopts the amended Social Media and Email Blast Policy for the Village of Croton-on-Hudson as attached hereto, and

BE IT FURTHER RESOLVED that the Policy shall be deemed in effect immediately.

Resolution #286-2025

On motion of TRUSTEE SIMON seconded by TRUSTEE NICHOLSON the following resolution was adopted by the Board of Trustees of the Village of Croton-on-Hudson, New York, with a 5-0 vote.

WHEREAS the Village of Croton-on-Hudson engages professional services to support its legal and planning needs, and

WHEREAS Bond, Schoeneck & King, PLLC has submitted a retainer engagement letter to continue providing legal services for the period from December 1, 2025, through

November 30, 2026, as outlined in the engagement letter dated November 7, 2025, and

WHEREAS Nelson Pope Voorhis has submitted a renewal contract for the calendar year 2026 to provide planning and grant writing services, as outlined in the agreement dated November 20, 2025, and

WHEREAS AKRF, Inc. has submitted a renewal contract for on-call planning and environmental consulting services for the calendar year 2026, as detailed in the agreement dated November 17, 2025,

NOW THEREFORE BE IT RESOLVED that the Village Board of Trustees hereby authorizes the Village Manager to execute the following agreements on behalf of the Village of Croton-on-Hudson:

The retainer engagement letter with Bond, Schoeneck & King, PLLC

The on-call planning and grant writing services contract with Nelson Pope Voorhis

The on-call planning and environmental consulting services contract with AKRF, Inc.

There being no further business to come before the Board, a motion to close the meeting was made by Trustee Simon. Motion was seconded by Trustee Nicholson and approved with a 5-0 vote. Meeting adjourned at 7:54pm.

Respectively submitted,

Judy Weintraub, Board Secretary

Paula DiSanto, Village Clerk