



Mayor
Brian Pugh

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Bryan T. Healy

Village Treasurer
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Village Clerk
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Village Engineer
Vincent Salanitra, P.E.

To: Village Board of Trustees
From: Bryan Healy, Village Manager
Date: February 5, 2026
Re: Operational Study Needs for Village

In 2024, the Village had an operational study conducted in the Engineering Department, which resulted in a number of recommendations that the Village continues to implement. I found the study to be a very worthwhile experience and would like to replicate that throughout our departments in due time. Specifically, I see the value in conducting these studies for our administrative departments (Manager/Clerk/Treasurer) as well as our public safety departments (Police/Fire/EMS). With ever-growing workloads in our administration and increasing call volume for all three of our emergency services organizations, it is imperative that our resources are being used wisely. However, due to timing requirements spelled out in state law, the next department which I am proposing to have reviewed is the Justice Court.

As you may recall, the Village Board previously considered the consolidation of the Justice Court in 2022. At that time, it was ultimately decided to take no action. The Center for Governmental Research (CGR) has provided a proposal to conduct an operational study of the justice court, which would evaluate:

- The current administrative structure of the Village Court;
- Its day-to-day operations and services;
- The Court's short- and long-term budget needs;
- Legal requirements and regulations relevant to the Court;
- The volume, nature and distribution of fines and fees generated through the Court;
- The process through which current court staff could be transferred to the Town of Cortlandt Justice Court;
- State aid and grant-funding opportunities to support a transition to the Town Court; and
- The experiences of other municipalities that have dissolved local justice courts, or attempted to do so.

As with the engineering study, it is important to state that there is no pre-determined outcome expected from this study. By investing in this study, the Village Board can ensure that resources are being deployed efficiently and effectively for years to come.

Please let me know if you have any questions.