Minutes of the ***VILLAGE BOARD ANNUAL MEETING*** of the Board of Trustees of the Village/Town of Mount Kisco held on Monday, December 1, 2025 at 7:00 p.m. in the Frank J. DiMicco Board Room, Village Hall, 104 Main Street, Mount Kisco, New York and via video conference.

Present:	Mayor J. Michael Cindrich Trustee Karen B. Schleimer Trustee Tammy L. Brown Trustee Heather Bryant Trustee Thomas G. Luzio
Also Present:	Edward Brancati, Village Manager Kenneth Famulare, Assistant Village Manager Jonathan B. Nelson, Village Attorney Alexandra Graniero, Village Treasurer
Absent:	

Village/Town of Mount Kisco Board Meeting
Monday, December 1, 2025
7:00 P.M.

Call in#646-558-8656 or 888-788-0099
https://us02web.zoom.us/j/87043761605
Zoom ID: 870 4376 1605

Para ver esta reunión en español:
https://www.youtube.com/@mountkiscoenespanol/streams

You can watch this meeting in its entirety here: https://vimeo.com/1143925583?fl=pl&fe=sh

Mayor Cindrich opened the meeting and asked everyone to join him in the Pledge of Allegiance. He asked that everyone remain standing so that we may reflect on why we are here and ask for guidance so that the decisions that we make here this evening benefit all the people of Mount Kisco. He also asked that everyone keep in their thoughts and prayers the Jobin family.

Administer Oaths of Office

Trustees Tammy L. Brown and Heather Bryant

I, Tammy L. Brown having been elected as Trustee for the Village/Town of Mount Kisco do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I am eligible to hold the office to which I have been elected, and that I will faithfully discharge the duties thereof to the best of my ability.

I, Heather Byrant having been elected as Trustee for the Village/Town of Mount Kisco do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I am eligible to hold the office to which I have been elected, and that I will faithfully discharge the duties thereof to the best of my ability.

Senator Harckham Presentation of Women of Distinction Award to Linda Cindrich

Village Board Annual Meeting Agenda

1. Resolution adopting the attached Rules of Procedure.

   A motion was made by Trustee Schleimer and was seconded by Trustee Luzio to adopt the Rules of Procedure; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Trustee Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

2. Resolution adopting the attached Procedure for Appointments to Boards, Committee and Commissions of the Village of Mount Kisco.

   A motion was made by Trustee Schleimer and was seconded by Trustee Luzio to adopt the Procedure for Appointments to Boards, Committees and Commissions; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Trustee Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

3. Pursuant to Section 4-400 of New York State Village Law, the Mayor hereby appoints a Deputy Mayor for the current official year.

   Mayor Cindrich appointed Karen B. Schleimer as Deputy Mayor for the current official year.

4. Pursuant to the Code of the Village/Town of Mount Kisco, the Mayor hereby appoints Edward Brancati as Village Clerk for the current official year.

5. Pursuant to the Code of the Village/Town of Mount Kisco, the Mayor hereby appoints Kenneth Famulare as Deputy Clerk for the current official year.

6. Pursuant to the Code of the Village/Town of Mount Kisco, the Village Manager hereby appoints Kenneth Famulare as Assistant Village Manager for the current official year.

7. Pursuant to the Code of the Village/Town of Mount Kisco, the Village Manager hereby appoints Claudine Howson as Deputy Treasurer for the current official year.

8. Pursuant to the Code of the Village/Town of Mount Kisco, the Village Manager hereby appoints Victoria Simoncini as Deputy Receiver of Taxes for the current official year.

9. Pursuant to Section 4121 of the New York State Public Health Laws, the Village Board hereby appoints Carolyn Nesbitt as Registrar of Vital Statistics for the current official year.

   A motion was made by Deputy Mayor Schleimer and was seconded by Trustee Luzio to appoint Carolyn Nesbitt as Registrar of Vital Statistics for the current official year; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye

Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

10. Pursuant to Section 4122 of the New York State Public Health Laws, the Registrar of Vital Statistics is hereby authorized to appoint Lizette Davis as Deputy Registrar for the current official year.

11. Resolution authorizing the Town Prosecutor to prosecute offenses against the Village Code.

A motion was made by Trustee Luzio and was seconded by Deputy Mayor Schleimer to authorize the Town Prosecutor to prosecute offenses against the Village Code; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

12. Resolution designating the regular meetings of the Board of Trustees of the Village/Town of Mount Kisco be held in the Frank J. DiMicco Sr. Room in Village Hall at 104 Main Street, or such other place as the Board shall designate on notice, on the 1st and 3rd Monday of the month at 7:00 p.m.; except during the months of July and August, and except if certain Holidays or other events preclude meeting on these dates, and that Special Meetings may be called by the Mayor or a majority of the Board in accordance with the Rules of Procedure.

    a. Village Holidays observed 2026

A motion was made by Deputy Mayor Schleimer and was seconded by Trustee Luzio to designate regular meetings and adopt the following holiday schedule:

VILLAGE/TOWN OF MOUNT KISCO
WESTCHESTER COUNTY, NEW YORK
104 Main Street
Mount Kisco, New York 10549-0150

Telephone
(914) 241-0500

HOLIDAYS OBSERVED IN 2026

Day/Date	Holiday
Thursday, January 1	New Year's Day
Monday, January 19	Martin Luther King, Jr. Day
Monday, February 16	President's Day
Friday, April 3	Good Friday*
Monday, May 25	Memorial Day
Friday, June 19	Juneteenth
Friday, July 3	Independence Day (observed)
Monday, September 7	Labor Day
Monday, October 12	Columbus Day
Tuesday, November 3	Election Day*
Wednesday, November 11	Veterans Day
Thursday, November 26	Thanksgiving Day
Friday, November 27	Day After Thanksgiving Day
Friday, December 25	Christmas Day

**NOT Teamsters – they get their birthday off and a floating holiday instead.*

All in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

13. Resolution designating the Journal News as the official Village newspaper.

A motion was made by Trustee Luzio and was seconded by Deputy Mayor Schleimer to designate the Journal News as the official Village newspaper; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

14. Resolution designating M & T Bank, New York Cooperative Liquid Assets Securities System (NYCLASS), NY MuniTrust Cooperative Investment Pool, Webster Bank, J.P. Morgan Chase, Flagstar Bank, TD

Bank, Mahopac National Bank, Valley National Bank, Charles Schwab – (Fire Dept. LOSAP), The Bank of America, PCSB Bank, Citibank, Arrow Bank (Amb. LOSAP) as Official depositories of Village funds, and that the Village Treasurer is hereby authorized to deposit Village funds, at their discretion with these depositories and in accordance with the Village Financial Goals and Policies.

Deputy Mayor Schleimer raised her concerns with NYCLASS as she is not sure that it is consistent with the Village Financial Goals and Policies and possible conflicts as well as concerns with Arrow Bank and the LOSAP funds. Mr. Brancati replied to her concerns at this time.

A motion was made by Deputy Mayor Schleimer and was seconded by Trustee Luzio to designate depositories in accordance with the Village Financial Goals and Policies; all in favor:

Motion Adopted

Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

15. Resolution, that the Village Manager is hereby authorized to approve employee requests to attend professional in-state development training conferences and seminars.

A motion was made by Deputy Mayor Schleimer and was seconded by Trustee Luzio to authorize the Village Manager to approve professional in-state development with a report to the Board afterwards; all in favor:

Motion Adopted

Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

16. Resolution, that reimbursement to officers and employees for use of personal vehicles in performance of official duties be paid at the standard mileage rate in cents per mile as set by the U.S. Internal Revenue Service (IRS) and in effect at the time of such use.

A motion was made by Deputy Mayor Schleimer and was seconded by Trustee Luzio to authorize reimbursements at the standard mileage rate in cents per mile set by the IRS and in effect at the time of such use; all in favor:

Motion Adopted

Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

17. Resolution adopting the Financial Goals & Policies, a copy of which is attached hereto and made a part thereof (includes the Investment, Purchasing, Capital Asset, Bank Reconciliation, and Journal Entry policies).

A motion was made by Deputy Mayor Schleimer and was seconded by Trustee Luzio to adopt the Financial Goals and Policies; all in favor:

Motion Adopted

Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

18. Resolution appointing Daniel Loughney, Chair of the Architectural Review Board for the current official year.

A motion was made by Trustee Luzio and was seconded by Deputy Mayor Schleimer to appoint Daniel Loughney as Chair of the Architectural Review Board; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

19. Resolution appointing Frank Mannion, Chair of the Board of Fire Commissioners for the current official year.

A motion was made by Mayor Cindrich and was seconded by Deputy Mayor Schleimer to appoint Frank Mannion as Chair of the Board of Fire Commissioners; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

20. Resolution appointing Cary Dollard, Chair of the Housing Authority for the current official year.

A motion was made by Deputy Mayor Schleimer and was seconded by Trustee Luzio to appoint Cary Dollard Chair of the Housing Authority Board; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

21. Resolution appointing Michael McGuirk, Chair of the Planning Board for the current official year.

A motion was made by Mayor Cindrich and was seconded by Trustee Luzio to appoint Michael McGuirk as Chair of the Planning Board; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

22. Resolution appointing a Vice-Chair of the Planning Board for the current official year

A motion was made by Trustee Luzio and was seconded by Deputy Mayor Schleimer to appoint W. Robert Phillips as the Vice-Chair of the Planning Board; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

23. Resolution appointing George Hoyt Chair of the Zoning Board of Appeals for the current official year.

A motion as made by Deputy Mayor Schleimer and was seconded by Trustee Luzio to appoint George Hoyt as Chair of the Zoning Board of Appeals; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

24. Resolution appointing Michael Kirsch, Chair of the Landmark & Historical Preservation Commission for the current official year.

A motion was made by Deputy Mayor Schleimer and was seconded by Trustee Luzio to appoint Michael Kirsch as Chair of the Landmark & Historical Preservation Commission; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

25. Resolution appointing Joann Hauser, Chair of the Beautification Committee for the current official year.

A motion was made by Deputy Mayor Schleimer and was seconded by Trustee Luzio to appoint Joann Hauser as Chair of the Beautification Committee; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

26. Resolution appointing M. Patricia Lee, Chair of the Byram Lake Reservoir Committee for the current official year.

A motion was made by Mayor Cindrich and was seconded by Trustee Luzio to appoint M. Patricia Lee as the Chair of the Byram Lake Reservoir Committee; all in favor:

Motion Adopted	
Mayor J. Michael Cindrich	Aye
Deputy Mayor Karen B. Schleimer	Aye
Trustee Tammy L. Brown	Aye
Trustee Heather Bryant	Aye
Trustee Thomas G. Luzio	Aye

Meeting ended at 7:57 p.m.