MINUTES OF THE LEGISLATIVE MEETING OF THE TOWN BOARD OF THE TOWN OF PELHAM HELD ON MONDAY, AUGUST 11, 2025 COMMENCING AT 7:00 PM

PRESENT: TOWN SUPERVISOR DANIEL MCLAUGHLIN; DEPUTY TOWN SUPERVISOR RAE SZYMANSKI; COUNCILWOMAN KRISTEN BURKE; COUNCILWOMAN MAURA CURTIN; COUNCILWOMAN KARA MCLOUGHLIN

RECORDING SECRETARY: TOWN CLERK – ANTOINETTE CLEMENTE; DEPUTY TOWN CLERK- MOLLY GIROLAMO

OTHERS PRESENT: RUTHANN DESIMONE – CONFIDENTIAL SECRETARY TO THE SUPERVISOR

CALL TO ORDER- Town Supervisor Daniel McLaughlin opened the Legislative meeting at 7:00PM

1) APPROVAL OF MINUTES

Town Supervisor Daniel McLaughlin asked the Board to review and approve the minutes from the meeting held on July 7, 2025.

Legislative meeting minutes:

Motion by: Councilwoman McLoughlin
Seconded by: Councilwoman Burke

Vote Taken:
Supervisor McLaughlin- Aye
Deputy Town Supervisor Szymanski- Aye
Councilwoman Burke- Aye
Councilwoman Curtin- Abstain
Councilwoman McLoughlin - Aye

Motion passed unanimously

**** Councilwoman Burke pointed out that there was an error in the Pelham Post's article regarding the EMS stats. Councilwoman Curtin will reach out to the Post.**

COMMITTEE REPORTS

1) DEPUTY TOWN SUPERVISOR SZYMANSKI

a. EMS stats for July 2025: 91 calls

Pelham – 44
Pelham Manor – 42
Mutual Aid –Eastchester- 2; Bronx - 1; Tuckahoe - 1; Hutch – 6; I-95 - 1

- Average response time for the ambulance and flycar was 5 minutes and 7 seconds.
- The onsite time (the time that the flycar is there until the ambulance comes) was 17 minutes.
- Transportation time average was 12 minutes 6 seconds.
- Turnaround time (the EMS cannot be released to come back until there is a report from the hospital) was an average of 30 minutes and 6 seconds.
- Hospitals: There were 8 transports to Jacobi trauma center
- Mutual aid in: 7; mutual aid out: 5

b. The Certificate of Need letters were sent out last week. Deputy Supervisor Szymanski thanked Samantha Viterello for spearheading the project and the rest of the staff for helping to execute the mailing of over 200 certified letters. We are aiming to go in front of the approval board in November.

c. As of July 31st, the flycar and the ambulance are both on the Town property. The EMS staff is now located in the recently renovated first floor of Town Hall. The Town Comptroller will provide the itemized expense list for the project to the Board.

2) COUNCILWOMAN MCLOUGHLIN- RECREATION/SENIORS

a. The summer camps were very successful and have received a lot of positive feedback. There are still a few openings for the sports clinics in August. Registration for Fall programs will open in a couple of weeks. A new registration program is being implemented, which will include a mobile app feature. Emails will go out to existing participants prompting them to make an account for the new system.

b. The summer concert series will continue through mid-September. Check the website for upcoming shows.

c. The seniors had a Civics sponsored lunch, birthday celebrations, a visit from Pelicones ice cream truck, arts and crafts, exercise and yoga, cards, bingo and a trip to Arthur Ave. for shopping and lunch.

d. The Pelham Together internship program is underway and included two days of training and development followed by assignment of a mentor/internship. The Town hosted an intern who worked on scanning and digitizing documents.

3) COUNCILWOMAN BURKE – LEGAL

a. The courts were closed last week. In prior years they were closed for two weeks in August, but this year they were closed for a week in July and a week in August.

b. A new system for processing traffic tickets in the Village of Pelham has been implemented and the staff is learning the new program.

c. The new workspace for the Court on the first floor is being worked on. They are currently looking into bullet proof glass for the front counter area.

d. NYSERDA grant update: NYSERDA made notes on the transportation study report from the consultants and a final report is forthcoming. The Town is hoping to have results/recommendations soon in order apply for grants which are due September 25th.

a. Justice Report:

June 2025:

Judge Kagan - $42.570.00

Judge Gardner - $31,003.00

July 2025:

Judge Kagan - $11,880.00

Judge Gardner - $48,835.00

b. Monthly Tax Receiver's Statement – July 2025

Town/County 2025	$41,876.25
Town/County 2024	$0
School Taxes	$0
School Collection Fee	$0
Duplicate Payments	$0
Duplicate Refunds	$0
Penalties and Interest (Town)	$2,093.80
Penalties and Interest (School)	$0
Penalties and Interest (Liens)	$120.36
Liens	$9,176.02
Taxpayers Agreement	$812.26
Misc.	$245.00
Pro-Ratas	$0
Total	**$54,323.69**

4) COUNCILWOMAN CURTIN – LIBRARY

a. Books for summer assigned school reading are available at the library for loan now!

b. The library is having a back to school drive through Sharing Shelves to supply students with backpacks and school supplies. The drive runs from now until August 21st. There is a drop box at the library. Each year the organization supplies over 1500 Westchester students with backpacks and supplies.

c. Tuesday programs at the library include Tai Chi on the lawn from 11:15PM – 12:12PM followed by Mahjong. Thursdays, August 14th & 21st, will have yoga on the lawn from 11PM – 12PM. This program is free – bring your own yoga mat.

d. Monday, August 25th, crafty adults will be making miniature baskets. Register on the library website.

e. K Day will take place on Saturday, September 13th, from 10AM – 2PM. If you register in advance your kindergartener can take their new library card home that day. See the library website for more details.

f. Novel Night tickets sold out in two minutes. The event will take place on Saturday, October 4th.

SUPERVISOR'S REPORT

1) Supervisor McLaughlin participated in County Executive Jenkin's monthly press conference. He discussed the Glover Field study, the NYSERDA transportation study and the new municipal building.

2) The Town is in the process of switching our website over to ".gov". Our existing url will be automatically directed to the new one. We will make a formal announcement when this process is complete.

3) The ambulance was in an accident and is in the shop being evaluated. In the meantime, Eastchester has given us a backup ambulance to use until ours is up and running again.

4) Supervisor McLaughlin and Phil DeSimone met with the architect for the elevator. It has been determined that the best spot for the elevator is on the outside of the building (next to the existing ramp) for several reasons.

OLD/NEW BUSINESS

- Deputy Supervisor Symanski reported that the new Employee Handbook has been distributed to the Board and the Town Attorney for feedback. The hope is that it will be complete by the September meeting. Discussion around printing the handbook versus electronic formatting.

- Councilwoman McLoughlin has met with Joe Durnin and Chief Benkwitt and they are moving forward with the 9/11 ceremony.

NO PUBLIC COMMENT

Motion to adjourn the Legislative meeting at 7:51 PM and move to Executive Session to discuss personnel.

Motion by: Deputy Town Supervisor Szymanski
Seconded by: Councilwoman Curtin

Vote Taken:
Supervisor McLaughlin- Aye
Deputy Town Supervisor Szymanski- Aye
Councilwoman Burke- Aye
Councilwoman Curtin- Aye
Councilwoman McLoughlin – Aye

Motion passed unanimously

Respectfully Submitted,
Antoinette Clemente, Town Clerk
Molly Girolamo, Deputy Town Clerk