Town of Pelham

PELHAM, NEW YORK 34 FIFTH AVE 10803

TOWN BOARD
Organizational Meeting Minutes
January 12, 2026

PELHAM TOWN BOARD MEMBERS

Theresa K. Mohan, *Town Supervisor*
Maura Curtin, *Councilmember*
Kristen Burke, *Councilmember*
Michael Jenks, *Councilmember*
Kara McLoughlin, *Councilmember*

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

Attendee Name	Present	Absent	Late	Arrived
Theresa K. Mohan	X	□	□	□
Maura Curtain	X	□	□	□
Kristen Burke	X	□	□	□
Michael Jenks	X	□	□	□
Kara McLoughlin	X	□	□	□

IV. Motion to open the 2026 Organizational Meeting

Motion to open the 2026 Organizational meeting							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin	Second	X	☐	☐	☐	☐
	Kristen Burke		X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin	Motion	X	☐	☐	☐	☐

V. Approval of the official undertakings of municipal officials for the year 2026

WHEREAS, various sections of New York State Town Law and Public Officers Law require that certain officials execute an Official Undertaking; and

WHEREAS, we, the Board of the Town of Pelham hereby require the Town Supervisor, Clerk, Receiver of Taxes, Justices and Constables to execute said blanket Official Undertaking as required by said law;

NOW, THEREFORE BE IT RESOLVED that we, the Board of the Town of Pelham hereby approve the blanket Official Undertaking document entitled **Travelers 1N-630-6E067207-TIA-25** as to its form and manner of execution and the sufficiency of the insurance, and

BE IT FURTHER RESOLVED, that said Blanket Official Undertaking of those named municipal officials be filed in the Office of the Pelham Clerk, as well as, the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town of Pelham against losses which may arise from failure of such officials to properly discharge their duties.

The foregoing resolution was presented for adoption by, seconded by and duly adopted by the following vote:

Resolution 2026-01 Adopting Blanket Bond							
☐ Adopted ☐ Adopted as Amended			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin	Second	X	☐	☐	☐	☐

☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move	Kristen Burke	Motion	X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin		X	☐	☐	☐	☐

VI. Adoption of Rules of Order

WHEREAS, the Town Board is authorized under New York State Town Law to determine the rules governing the conduct of its meetings; and

WHEREAS, the orderly and efficient conduct of Town Board meetings promotes transparency, fairness, and the effective transaction of Town business; and

WHEREAS, the Town Board desires to adopt the document entitled Pelham Town Board Rules of Order, attached as Appendix A, to guide meeting procedures when not otherwise governed by state law or local enactments.

Rules of Order of the Town Board of the Town of Pelham

1. The Supervisor shall preside at all meetings of the Board and shall preserve order and decorum in debate.

2. The Supervisor, immediately following the opening of every regular meeting of the Board, shall proceed to the regular order of Town business as follows: reception of petitions and other communications addressed to the Town Board, reports of committees, reports of officers and departments and introduction of resolutions and motions.

3. **Public Hearings**: It shall be the duty of the Supervisor to preside at all general or special business hearings to instruct all persons addressing the Board to state their names and addresses and to request those in favor of the proposal before the Board to speak first and those in opposition to speak last. At such hearings the Board may by special rules prescribe the time to be allotted to each speaker and the number of times each speaker may speak.

4. At the **close of the public hearing** as provided for in paragraph 3 above, the Supervisor may grant any member of the general public in attendance at such meeting a reasonable opportunity to be heard on any question or subject in which the Town or its government is concerned.

5. Every resolution or **motion must be seconded** before being put to a vote by the Supervisor and all resolutions or motions shall be recorded in their entirety in the official minutes of the Town Board.

6. The Supervisor may offer or second a resolution or a motion and need not relinquish the chair for such purpose.

7. **No motion or resolution may be brought to a vote except by the majority consent of those present,** unless printed or typewritten copies thereof are presented to each member of the Board 48 hours prior to the opening of the meeting at which such motion or resolution is offered.

8. **No member shall speak more than once** on any questions until every member choosing to speak shall have spoken, nor more than twice in any case without leave of the Board.

9. When a question is **under debate**, no motion shall be entertained unless (a) for an adjournment or recess, (b) for the previous question to lay on the table, (c) to postpone to refer to a committee, or (d) to amend. These latter motions are neither amendable nor debatable.

10. No motion shall be made to offer any amendment to an amendment already before the Board on any proposition.

11. A majority vote of all the members of the Board shall be required **to suspend these rules of**

order. A majority of the Board shall constitute a quorum.

12. If the above stated rules are or become at any time in conflict with the statutory law, the statutory law shall take precedence.

13. No member of the public shall engage in any demonstration, booing, hand clapping or otherwise disrupt the formality of a town board meeting.

14. Any persons speaking to the Board with the consent of the Supervisor shall address their remarks to the Board, not to other members of the audience in the form of a debate.

NOW, THEREFORE BE IT RESOLVED that we, the Board of the Town of Pelham hereby approve and adopt the Pelham Town Board Rules of Order to guide meeting procedures when not otherwise governed by state law or local enactments.

BE IT FURTHER RESOLVED, that said Pelham Town Board Rules of Order be filed in the Office of the Pelham Town Clerk.

The foregoing resolution was presented for adoption by, seconded by and duly adopted by the following vote:

Resolution 2026-02 Adopting Rules of Order							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin	Second	X	☐	☐	☐	☐
	Kristen Burke		X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin	Motion	X	☐	☐	☐	☐

VII. RECREATION COMISSION APPOINTMENTS:

The Town of Pelham created the Recreation Commission on August 7, 1946, and established that the Town Board appoint five members who will each serve a five year term;

The board recognizes in this Organizational Meeting that Aisling Bier, Kevin Fee, Daniel Green, Rosa Polenzani and John Boyce each have been previously appointed as Recreation Commissioners and will continue to serve their appointed terms.

VIII. TOWN BOARD APPOINTMENTS:

WHEREAS, in order to carry out the duties and responsibilities of Town government and to ensure the orderly administration of Town affairs, the Town Board is required to appoint various Town officers and officials as provided by New York State Town Law and applicable local law;

WHEREAS, the Town Board has reviewed the qualifications of the individuals recommended for appointment to such offices and finds them to be qualified to serve in their respective positions;

1. TOWN ATTORNEY

THOMAS KLEINBERGER be appointed as Town Attorney to serve for a term commencing January 1, 2026 and ending December 31, 2026.

2. TOWN PROSECUTOR

THOMAS KLEINBERGER be appointed as Town Prosecutor, pursuant to Town Law § 64.

3. TOWN ENGINEER

JAMES VASSALOTTI, be appointed as Town Engineer, pursuant to Town Law § 24, to serve for a term of office commencing January 1, 2026 and ending December 31, 2026.

4. COMPTROLLER
SAMANTHA LOSURDO be appointed Town Comptroller, pursuant to Town Law § 124.

5. TOWN POLICE CONSTABLES
STEVEN CONTE be appointed Chief Constable. ROBERT IABONI be appointed Lieutenant Constable. MICHAEL FARLEY, and CHRISTOPHER WILLIAMS each be appointed Sergeant Constable. ANTHONY BONILLA, CARLOS DOS SANTOS, JOSE LLAMAS, RICHARD IABONI, HARRIN PLATZNER, MICHAEL IBARRA, RAYMOND MENA, DALLAS RAMIREZ-GILLISON, JUAN TORRES, NICHOLAS FLORIO, VYLINDA MARRERO, ANTHONY GENDELMAN and JOHN ZOCOLILLO each be appointed as Town Police Constable for all services rendered in all matters related to the Town Court and services to the Town as directed by the Town Board.

6. CUSTODIAN OF ELECTIONS
MOLLY GIROLAMO, be and hereby is appointed to serve as Custodian of Elections for the 2026 election year.

7. CARETAKER
FELIX ANDERSON and PHILIP DESIMONE be and hereby are appointed as Caretakers.

8. COURT CLERKS AND ASSISTANT COURT CLERK
NICHOLAS FLORIO AND EILEEN GREGWARE each be appointed as a Court Clerk. DEANNA DEPIERRO be appointed as Assistant Court Clerk.

9. PART-TIME CLERICAL ASSISTANTS
LISA VASSALOTTI be appointed as a Part-Time Clerical Assistant.

10. MARRIAGE OFFICER
JOSEPH DURNIN be appointed as a Marriage Officer pursuant to all requirements of §11-c of Domestic Relations Law.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby appoints the individuals listed above to the following Town offices, positions, boards, commissions, and committees, to serve for the terms set forth by statute, local law, or resolution, or where no term is prescribed, **at the pleasure of the Town Board**, effective **January 1, 2026.**

BE IT FURTHER RESOLVED, that the compensation for such appointed positions, where applicable, shall be as set forth in the Town's adopted budget or as otherwise fixed by resolution of the Town Board.

BE IT FURTHER RESOLVED, that nothing herein shall be construed to expand or limit the statutory authority of the Town Board or any Town officer beyond that provided by law.

The foregoing resolution was presented for adoption by, seconded by and duly adopted by the following vote:

Resolution 2026-03Adopting The Town Board Appointments							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin		X	☐	☐	☐	☐
	Kristen Burke	Second	X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin	Motion	X	☐	☐	☐	☐

IX. APPOINTMENTS BY TOWN OFFICIALS

WHEREAS, New York State Town Law vests appointment authority for certain deputies and staff in specific Town officers, while assigning to the Town Board responsibility for establishing positions, fixing compensation, and providing funding; and

WHEREAS, the Town Board wishes to acknowledge such officer appointments and establish compensation for the upcoming calendar year;

1. TAX RECEIVER APPOINTMENT OF DEPUTY RECEIVER OF TAXES

The Board has been advised that the Tax Receiver Erica Winter has appointed DARLENE PAOLERCIO as the Deputy Receiver of Taxes, to perform all duties as instructed by the Tax Receiver.

2. TOWN CLERK APPOINTMENT OF DEPUTY TOWN CLERK

The Board has been advised that the Town Clerk Eileen Miller has appointed MOLLY GIROLAMO as Deputy Town Clerk, pursuant to Town Law 30(10) to perform all duties as instructed by the Town Clerk.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby acknowledges the appointments made by Town officers as authorized by law and fixes the compensation and terms of employment for such positions as set forth herein, effective **January 1, 2026**, unless otherwise provided by law.

BE IT FURTHER RESOLVED, that nothing herein shall be construed to limit or expand the statutory appointment authority of any Town officer or the powers of the Town Board as provided by law.

The foregoing resolution was presented for adoption by, seconded by and duly adopted by the following vote:

Resolution 2026-04 Adopting The Appointments By Town Officials							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin	Second	X	☐	☐	☐	☐
	Kristen Burke		X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin	Motion	X	☐	☐	☐	☐

X. APPOINTMENT OF TOWN HISTORIAN

WHEREAS, New York State Arts and Cultural Affairs Law § 57.07 provides that each town shall have a local historian who is responsible for collecting, preserving, and making accessible materials relating to the history of the town and for encouraging research and preservation of historical records; and

WHEREAS, Arts and Cultural Affairs Law § 57.07 further provides that the Town Supervisor is authorized to appoint a Town Historian, and that the Town Board may determine whether such position shall be compensated; and

WHEREAS, the Town Board recognizes the public value of preserving the historical, civic, and institutional history of the Town of Pelham for the benefit of present and future generations; and

WHEREAS, the Town Supervisor has identified a qualified individual to serve as Town Historian;

NOW, THEREFORE, BE IT RESOLVED, that pursuant to New York State Arts and Cultural Affairs Law § 57.07, **ARTHUR SCINTA** is hereby appointed Town Historian of the Town of Pelham.

The foregoing resolution was presented for adoption by, seconded by and duly adopted by the following vote:

Resolution 2026-05 for Appointment of the Town Historian							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin		X	☐	☐	☐	☐
	Kristen Burke	Motion	X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin	Second	X	☐	☐	☐	☐

XI. APPOINTMENT OF DEPUTY SUPERVISOR

Pursuant to New York State Town Law § 42, I am appointing Maura Curtin, a member of the Town Board, to serve as Deputy Supervisor of the Town of Pelham, effective immediately. This appointment is at the pleasure of the Supervisor. I am informing the Town Board for the record, and I request that this appointment be entered into the minutes.

XII. DESIGNATION OF TOWN BOARD LIASON AND OVERSIGHT ASSIGNMENTS

This resolution continues the Town Board's longstanding practice of approving internal liaison assignments, clarifies that these roles are advisory in nature, and confirms that the Supervisor serves ex officio as liaison to all Town functions.

WHEREAS, the Town Board of the Town of Pelham has historically organized its internal operations by assigning members of the Town Board to serve as liaisons and oversight contacts for specific functional areas of Town government, sometimes referred to as committee assignments; and

WHEREAS, the Town Board has, in prior years, approved such internal assignments as part of its organizational meeting process; and

WHEREAS, such liaison and oversight assignments are intended to facilitate communication, coordination, and informed participation in Town Board deliberations and are advisory in nature, and do not confer independent executive, supervisory, or decision-making authority; and

WHEREAS, pursuant to New York State Town Law, the Town Supervisor serves as the chief executive and administrative officer of the Town and routinely interfaces with all Town departments, boards, and functions;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby approves the following Town Board liaison and oversight assignments for the calendar year, it being understood that these assignments are advisory in nature:

1. **Town Hall Facilities**	Supervisor Mohan
2. **Pelham Together**	Councilwoman McLoughlin
3. **Recreation**	Councilwoman McLoughlin
4. **Legal Affairs / Assessment**	Councilwoman Burke
5. **Library**	Councilman Jenks
6. **Senior Citizens**	Councilwoman McLoughlin
7. **Intergovernmental Liaison**:	
a. Village of Pelham Manor	Councilwoman McLoughlin
b. Village of Pelham	Councilwoman Curtin
c. Pelham Union Free School District	Supervisor Mohan
8. **Buildings and Grounds**	Supervisor Mohan
9. **Special Events and Celebrations**	Councilwoman Curtin
10. **Court Liaison / Constables**	Councilwoman Burke
11. **Website and Publicity**	Councilwoman Curtin
12. **Ambulance and Emergency Services**	Councilwoman Curtin
13. **Budget Development and Procedures**	Supervisor Mohan
14. **Personnel**	Councilman Jenks
15. **Town Memorials**	Councilman Jenks

BE IT FURTHER RESOLVED, that the Town Supervisor shall serve **ex officio as liaison** to all functional areas of Town government; and

BE IT FURTHER RESOLVED, that the Town Supervisor may modify liaison and oversight assignments from time to time as deemed appropriate, with notice to the Town Board; and

BE IT FURTHER RESOLVED, that the Town Clerk will update these assignments on the Town Website.

Resolution 2026-06 Designation of Town Board Liason and Oversight Assignments							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin	Motion	X	☐	☐	☐	☐
	Kristen Burke	Second	X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin		X	☐	☐	☐	☐

XIII. SALARIES, COMPENSATION AND MILEAGE

1. Elected Officials

WHEREAS, pursuant to New York State Town Law §§ 20 and 64, the Town Board of the Town of Pelham is authorized and required to fix the salaries and compensation of Town officers and employees; and

WHEREAS, the Town Board has appointed or reappointed certain Town officers and other appointed positions, and other Town employees are currently serving in their respective positions; and

WHEREAS, the Town Board desires to fix salaries, compensation, and mileage reimbursement for the calendar year in a manner consistent with applicable law and budgetary appropriations;

RESOLVED, that the salaries of the following **elected officials** of the Town of Pelham for the calendar year are hereby fixed as follows:

POSITION	INDIVIDUAL	BUDGET SALARY
Supervisor	Theresa Mohan	$5,500
Councilman	Kristen Burke	$1,000
Councilwoman	Maura Curtin	$1,000
Councilwoman	Michael Jenks	$1,000
Councilwoman	Kara McLoughlin	$1,000
Town Clerk	Eileen Miller	$5,000
Tax Receiver	Erica Winter	$5,000
Town Justice	John Gardner	$ 44,859.59
Town Justice	Adam Kagan	$ 42,430.85

2. Appointed Officers and Other Appointed Positions

RESOLVED, that the salaries and compensation of the following **appointed officers and other appointed positions** of the Town of Pelham, who have been appointed or reappointed by the Town Board or other authorized Town officer, are hereby fixed for the calendar year as follows:

POSITION	INDIVIDUAL	BUDGET SALARY
Assistant Court Clerk	Deanna DePierro	$76,001.64
Bookkeeper/ Payroll	Ruthann DeSimone	$69,029.97
Caretaker	Philip DeSimone	$43,158.28
Caretaker	Felix Anderson	$59,740.00
Chief Constable	Stephen Conte	$4,833.13

Comptroller	Samantha Losurdo	$73,573.83
Court Clerk	Eileen Gregware	$69,690.92
Court Clerk	Nicholas Florio	$53,045.00
Custodian of Elections	Molly Girolamo	$8,014.32
Deputy Tax Receiver	Darlene Paolercio	$79,833.49
Deputy Town Clerk	Molly Girolamo	$66,248.67
Lieutenant Constable	Robert Iaboni	$29.56 hr
Part-Time Clerical Asst.	Lisa Vassalotti	$27.35 hr
Sergeant Constable	Christopher Williams	$29.56 hr
Sergeant Constable	Michael Farley	$29.56 hr
Town Attorney	Tom Kleinberger	$6,000.00
Town Engineer	James Vassalotti	$26,522.50
Town Police Constables	See Minutes Above	$27.36 hr
Town Prosector	Thomas Kleinberger	$11,000.00

3. **Employees**

RESOLVED, that the salaries and hourly rates of the following Town employees, who are currently serving in their respective positions, are hereby fixed for the calendar year as follows:

POSITION	**INDIVIDUAL**	**BUDGET SALARY**
Recreation Supervisor	Michael Iannuzi	$97,500
Recreation Assistant	Diane Bartley	$77,372
Recreation Assistant	Jeremy Camiguel	$45,320
Recreation Leader/Sr Citizen	Carolyn Veith	$55,829

RESOLVED, that hourly compensation shall apply only to hours actually worked and approved in accordance with Town policy; and

RESOLVED, that no Town officer, appointed officer, appointed position, deputy, or employee shall be entitled to overtime compensation except as otherwise required by applicable federal or state law**;** and

RESOLVED, that mileage reimbursement shall be paid at the rate established by the Internal Revenue Service, unless otherwise provided by law or resolution; and

RESOLVED, that this resolution fixes salaries and compensation only for Town officers, appointed officers, appointed positions, deputies, and employees who are currently serving or who have been contemporaneously appointed; and

RESOLVED, that nothing herein shall be deemed to approve, authorize, require the creation, appointment, reappointment, or filling of any Town office or position other than those expressly identified and acted upon in this resolution, notwithstanding the inclusion of funding for any such office or position in the adopted Town budget; and

RESOLVED, that nothing herein shall be construed to create a fixed term of employment or appointment unless expressly stated in a separate resolution of the Town Board; and

RESOLVED, that all salaries and compensation fixed herein shall be subject to applicable law, statutory limitations, effective dates, and available appropriations.

Resolution 2026-07 Salaries, Compensation and Mileage							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin	Motion	X	☐	☐	☐	☐
	Kristen Burke	Second	X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin		X	☐	☐	☐	☐

XIII. TOWN BOARD MEETING SCHEDULE

WHEREAS, the Town Board of the Town of Pelham desires to establish the schedule of regular Town Board meetings and the holiday closing schedule for Town offices for the calendar year 2026;

NOW, THEREFORE, BE IT RESOLVED, that the following dates are hereby established as the Regular Meetings of the Town Board for the year 2026, all meetings to commence at 7:00 p.m., unless otherwise noticed:

Regular Town Board Meetings – 2026
January 12
February 9
March 2
April 6
May 4
June 1
July 6
August 3
September 14
October 5
November 2
December 7 (Budget Public Hearing)
December 14 (Budget Vote)

Budget Workshop: October 14

All meetings shall be held at the Daronco Town House unless otherwise noticed.

BE IT FURTHER RESOLVED, that special meetings and workshop meetings may be called by the Town Supervisor as needed and shall be properly noticed in accordance with the Open Meetings Law.

Resolution 2026-08 Board Meeting Schedule							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin	Motion	X	☐	☐	☐	☐
	Kristen Burke	Second	X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin		X	☐	☐	☐	☐

XIV. RESOLUTION ESTABLISHING HOLIDAY CLOSING SCHEDULE

BE IT FURTHER RESOLVED, that the following dates are hereby established as official holiday closings for Town offices for the year 2026. Holidays falling on Sunday shall be observed on Monday. Legal holidays shall not be charged against vacation time.

Martin Luther King Day – January 19
Presidents Day – February 16
Good Friday – April 3
Memorial Day – May 25
Juneteenth – June 19
Independence Day – July 3
Labor Day – September 7
Columbus Day – October 12
Election Day – November 3
Veterans Day – November 11
Thanksgiving Day – November 26 and 27
Christmas Eve – December 24
Christmas Day – December 25
New Year's Eve – December 31
New Year's Day – January 1

Resolution 2026-09 Holiday Schedule							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin		X	☐	☐	☐	☐
	Kristen Burke	Motion	X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin	Second	X	☐	☐	☐	☐

XV. RESOLUTION DESIGNATING OFFICIAL NEWSPAPER

WHEREAS, pursuant to New York State Town Law §64, the Town Board is required to designate an official newspaper;

NOW, THEREFORE, BE IT RESOLVED, that The Journal News is hereby designated as the official newspaper of the Town of Pelham for the calendar year 2026.

Resolution 2026-10 Designation of Official Newspaper							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin		X	☐	☐	☐	☐
	Kristen Burke	Second	X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin	Motion	X	☐	☐	☐	☐

XVI. FISCAL MATTERS

1. RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES

WHEREAS, pursuant to Town Law §64(1), the Town Board is required to designate the banks or trust companies in which Town moneys shall be deposited;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby designates Bank of America, JPMorgan Chase Bank, and TD Bank as official depositories for all Town funds received by the Town Supervisor, Tax Receiver, and Town Clerk in their official capacities.

Resolution 2026-11 Designating Official Depositories							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin	Second	X	☐	☐	☐	☐
	Kristen Burke	Motion	X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin		X	☐	☐	☐	☐

2. RESOLUTION ESTABLISHING PETTY CASH AND CHANGE FUNDS

WHEREAS, the Town Board is required to establish petty cash and change funds for the Offices of Town Clerk and Tax Receiver;

RESOLVED, that a Petty Cash Fund in the amount of $100.00 is hereby established for the Office of the Town Clerk, payable from the General Fund; and

RESOLVED, that a change fund in the amount of $25.00 is hereby established for the Office of the Tax Receiver, to be used solely for making change, shall remain at a constant amount, and shall not be used as petty cash or for cashing checks.

Resolution 2026-12 Establishment of a Petty Cash and Change Funds							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin	Second	X	☐	☐	☐	☐
	Kristen Burke		X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin	Motion	X	☐	☐	☐	☐

3. RESOLUTION AUTHORIZING PAYMENT OF RECURRENT BILLS

WHEREAS, the Town Board desires to authorize the payment of certain recurring obligations in accordance with Town Law;

NOW, THEREFORE, BE IT RESOLVED, that all salaries shall be paid in accordance with law and that contractual services shall be paid upon submission of proper vouchers; and

BE IT FURTHER RESOLVED, that pursuant to Town Law §§118 and 125, the Town Supervisor is authorized to pay, without prior audit by the Town Board, principal and interest on Town indebtedness, stated salaries and compensation of officers and employees, wages of employees paid on an hourly, daily, weekly, monthly, or annual basis, and amounts due under lawful contracts extending beyond one year for which budgetary provision has been made.

Resolution 2026-13 Authorization of Payment of Recurrent Bills							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin		X	☐	☐	☐	☐
	Kristen Burke	Motion	X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin	Second	X	☐	☐	☐	☐

4. RESOLUTION AUTHORIZING PAYMENT OF CERTAIN CLAIMS AND ANNUAL AUDIT PROCEDURE

RESOLVED, that pursuant to Town Law §118, the Town Supervisor is authorized to pay in advance of audit claims for public utility services, postage, freight, and express charges, provided that such claims shall be presented to the Town Board at its next regular meeting for audit; and

RESOLVED, that in lieu of the report required by Town Law §29(10-a), the Town Supervisor may submit to the Town Clerk, within sixty (60) days after the close of the fiscal year, a copy of the annual financial report filed with the State Comptroller pursuant to General Municipal Law §30; and

RESOLVED, that the Town Clerk shall publish either a summary of such report or a notice of its availability for public inspection in the Town's official newspaper in the manner prescribed by law.

Resolution 2026-14 Authorizing Payment of Certain Claims and Annual Audit Procedure							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin	Motion	X	☐	☐	☐	☐
	Kristen Burke	Second	X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin		X	☐	☐	☐	☐

XVII. MOTION TO ADJOURN ORGANIZATIONAL MEETING

On motion duly made and seconded, the 2026 Organizational Meeting of the Town Board was adjourned at 7:13 p.m.

Motion to Adjourn Organizational Meeting							
☐ Adopted ☐ Adopted as Amended ☐ Defeated ☐ Tabled ☐ Withdrawn ☐ Failed to Move			Yes / Aye	No / Nay	Abstain	Remote	Absent
	Theresa K. Mohan		X	☐	☐	☐	☐
	Maura Curtin	Second	X	☐	☐	☐	☐
	Kristen Burke		X	☐	☐	☐	☐
	Michael Jenks		X	☐	☐	☐	☐
	Kara McLoughlin	Motion	X	☐	☐	☐	☐