



CITY OF MOUNT VERNON, NEW YORK  
OFFICE OF THE CITY CLERK  
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**BOARD OF ESTIMATE AND CONTRACT  
MEETING MINUTES  
HELD ON TUESDAY, OCTOBER 4, 2022**

**Call to Order:** At 4:09 PM by Acting Mayor / Council President Derrick Thompson

**Board Members Present:**

- City Council President/Acting Mayor Derrick Thompson,
- City Council Acting President Pro Tempore Danielle Browne,
- Comptroller Darren Morton; **we have a quorum.**

**Others:** City Clerk Tanesia M. Walters, Deputy City Clerk Donna M. Jackson, Corporation Counsel Brian Jonson, Legislative Aide Elias Gootzeit, Deputy Comptroller Condell Hamilton.

**Absent:** Chairwoman, Mayor Shawyn Patterson-Howard (personal leave)

**ROLL CALL:** Roll Call and reading of agenda items administered by City Clerk Tanesia M. Walters

**RESOLUTIONS APPROVING ORDINANCES:**

**Item No. 1** Authorizing reimbursement to the City Clerk for attending the New York State Conference of Mayors (“NYCOM”) 67<sup>th</sup> Annual Fall Training School for City and Village Officials - (\$2,520.00 through Budget Code A1010.417 - Travel Expense; September 12<sup>th</sup> to September 16, 2022).

**On the Question:** Comptroller Morton inquired why this Item arrived after the event occurred.

**Response:** Clerk Walters explained the need to change the legislation to the exact amount for food; hotel; etc. Comptroller Morton noted it is better to do an estimate based upon the estimation of fees in order to enter the authorization on time.

**Ayes:** Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson

**Nays:** None

**Item No. 2** Authorizing reimbursement to Councilwoman Browne for attending the New York State Conference of Mayors (“NYCOM”) 67<sup>th</sup> Annual Fall Training School for City and Village Officials - (\$2,520.00 through Budget Code A1010.417 - Travel Expense; September 12<sup>th</sup> to September 16, 2022).

**On the Question:** Comptroller Morton inquired about the budget line (Clerk vs. Council).

**Response:** Clerk Walters explained was authorized by Council to transfer the funds to cover the reimbursement.

**Ayes:** Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson

**Nays:** None

**Item No. 3      Permission to transfer funds between the City Council and the Office of the City Clerk expense accounts.**

**On the Question:**

**Response:** Clerk Walters explained the transfer related to Item No. 2.

**Ayes:** Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson

**Nays:** None

**Item No. 4      Authorization to transfer funds to cover associated costs for the salaries of stipend to Motor Equipment Operators (“MEO”) for the fiscal years 2020 and 2021 - (\$25,934.14 from Account A5120.447, Maintenance of Bridges – Materials & Supplies to Account A8160.106, Sanitation – Differential Pay.**

**On the Question:** Comptroller Morton explained the unbudgeted stipend that MEO operators have historically received; The stipend was not paid by the previous Comptroller; a union grievance was submitted. Moving forward, the Commissioner will need to identify monies, and the Mayor will need to ensure there is a budget line to cover this expenditure.

**Response:**

**Ayes:** Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson

**Nays:** None

**Item No. 5      Amending Ordinance No. 2 adopted on May 26, 2021, entitled “AN ORDINANCE AUTHORIZING THE OFFICE OF THE CITY CLERK TO ENTER INTO A CONTRACT WITH GRANICUS CORPORATION TO PURCHASE LEGISLATION MANAGEMENT SOFTWARE” – (\$27,650.00 for one year (with a no cost for the recurring caption fee for year one) and a total cost of \$38,782.00 in years two and three – Budget Code A1010.405 = Contracted Outside Service).**

**On the Question:** Acting Council President Browne clarified the reading of the Item. Comptroller Morton noted the need to budget for the year two and year three variation in the 2023 and 2024 budget. He noted for the public the Granicus purchase is an effort to ensure transparency, streamline virtual platforms and archive documents. Clerk Walters further explained Granicus will make the contract process more efficient and less paper-based. Comptroller Morton noted the possibility to possibly subsidize with ARPA funding.

**Response:**

**Ayes:** Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson

**Nays:** None

- Item No. 6**     **Declaring an emergency situation at Oak Street between North Macquesten Parkway and North West Street (\$174,398.18 through American Rescue Plan – Sanitary Storm Sewer Rehabilitation and Construction H8120.203.C933).**

**On the Question:** Comptroller Morton noted that this is a declaration after the emergency has happened. Counsel Johnson noted that this is not uncommon.

**Response:** Comptroller Morton noted, post all AYES vote, that this Item No. 6 will need to be amended at the next BOE&C Meeting. He explained that this is a road repair item, and therefore should not come from capital projects. A transfer of funds may need to be made from capital project to roads repair. This is a sinkhole as a result of a sewer breach. The Board of Contract and Estimate agreed to amend it at the next meeting. (4:27pm)

**Ayes:** Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson

**Nays:** None

- Item No. 7**     **Authorizing the Mayor to enter into an agreement to extend the Mount Vernon Youth Bureau’s Comprehensive Adolescent Pregnancy Prevention (“CAPP”) Program for six (6) months and accept funds from New York State Department of Health (“NYSDOH”) - (\$145,524.00 to be accounted for in Revenue Code A3989 with appropriations in budget codes: A7321.101 (Salaries); A7321.803 (Fringes); A7321.402 (Travel); A7312.405 (Contracted Outside Services); and A7312.458 (Miscellaneous Expenses)).**

**On the Question:**

**Response:**

**Ayes:** Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson

**Nays:** None

- Item No. 8**     **Authorizing the Mayor to enter into an agreement to enter into a renewal contract with Care Plus Solutions, Inc. – (\$8,000.00 per year is available in Account Codes: Employee Benefits - A9045.808, Employee Assistance Program, (“EAP”) and Human Resources – A1432.405 (Contracted Outside Services).**

**On the Question:** Comptroller Morton noted he will speak to the Commissioner of Human Resources about how to get greater investment in Human Resources items.

**Response:**

**Ayes:** Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson

**Nays:** None

**Item No. 9 Authorizing the purchase of Taser Cartridges and Batteries for the Department of Public Safety - (\$12,534.00 in Budget Line A3120.451).**

**On the Question:** Comptroller Morton inquired why this Item is listed on the BOE&C Agendas as it is under the threshold and in their budget line.

**Response:** Council President Thompson noted it was brought forth for transparency.

**Ayes:** Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson

**Nays:** None

**Item No. 10 Granting permission for four (4) firefighters to attend Swiftwater / Flood Rescue Training (New York State Preparedness Training Center in Oriskany, NY from October 3, 2022, through October 6, 2022 - \$750 from Budget Code A3410.451).**

**On the Question:** Acting Council President Browne inquired if overtime training comes from this code. Comptroller Morton clarified overtime is a separate budget line.

**Response:** Discussion ensued. Counsel Johnson noted that in Section 2 of the Ordinance related to Item No. 10 there is a line for incidentals and travel not to exceed \$750.00.

**Ayes:** Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson

**Nays:** None

**Item No. 11 Authorizing and directing the Comptroller to approve GML 207-c medically related treatments (and expenses), co-pays and reimbursement for travel for retired police officer who suffered devastating (correction: devastation) in the line of duty injuries over thirty (30) years ago.**

**On the Question:** Comptroller Morton clarified this is a resolution of this outstanding issue.

**Response:** Council President Thompson reconfirmed his “yes” given in the September 28<sup>th</sup> City Council vote.

**Ayes:** Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson

**Nays:** None

*(Continued...)*

**\*\*\*Motion to take Items 12-19 as one unanimous vote\*\*\***

**So-moved: Acting Council President Browne**

**Seconded: Comptroller Morton**

**All AYES from Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson.  
(4:34 pm)**

**Nays: None**

- Item No. 12 (TAX REVIEW SETTLEMENTS) Settling tax review proceedings –159 East Third Street Corp., Morrison Place, Mount Vernon, NY - \$21,421.19.**
- Item No. 13 (TAX REVIEW SETTLEMENTS) Settling tax review proceedings – Cojax Construction, 508 Franklin Avenue, Mount Vernon, NY - \$10,741.07**
- Item No. 14 (TAX REVIEW SETTLEMENTS) Settling tax review proceedings – Settling tax review proceedings – Regan Properties LLC, 129 Mount Vernon Avenue, Mount Vernon, NY - \$8,203.09**
- Item No. 15 (TAX REVIEW SETTLEMENTS) Settling tax review proceedings – Superior Magic Enterprise F/K/A First Street Magic Wash & Lube, 300 First Street, Mount Vernon, NY - \$7,148.42**
- Item No. 16 (TAX REVIEW SETTLEMENTS) Settling tax review proceedings – Settling tax review proceedings – 457-459 Locust, LLC 457 Locust Street, Mount Vernon, NY - \$5,006.63**
- Item No. 17 (TAX REVIEW SETTLEMENTS) Settling tax review proceedings – Crown Atlantic Company, LLC, 142 Washington Place, Mount Vernon, NY - \$36,634.04**
- Item No. 18 (TAX REVIEW SETTLEMENTS) Settling tax review proceedings – Vernon Manor Cooperative Apartments Section II, 505 East Lincoln Avenue, Mount Vernon, NY - \$51,577.46**
- Item No. 19 (TAX REVIEW SETTLEMENTS) Settling tax review proceedings – MILO SONS INC., 233 Third Avenue, Mount Vernon, NY - \$17,869.79**

**On the Question: none**

**Response: Comptroller Morton noted that the tax settlement Items 12-19 total 158,601.69**

**Ayes for Items 12-19: Comptroller Morton, Acting Council President Browne, Acting Mayor President Thompson**

**Nays: None**

- Item No. 20 (RETAINER) Retaining John Monaghan as an independent consultant to serve as an expert witness in connection with Alan Seward v. the City of Mount Vernon- to be retained at a cost not to exceed \$300.00 per hour plus \$3,500.00 per appearance)**

**On the Question: Acting Council President Browne asked for clarification on the retainer fees.**

**Response:** Counsel Johnson noted that if the City goes to trial, the independent consultant will be paid \$300 per hour as an expert witness, and only if we go to trial will the consultant be paid the \$3,500 to appear, per appearance.

**Ayes:** Comptroller Morton, Council President Thompson

**Nays:** None

**FURTHER BUSINESS:**

Comptroller Morton announced the second quarter financial report; a compilation of expenditures from January – June 2022. The report has been issued to residents via email with a video introduction; it is also available on the City’s website. A hard copy may be retained in Finance Office, Clerk’s Office, and Mayor’s office. The next financial report will be issued soon to assist in deliberations on the budget. Additionally, the Office of the Comptroller examined a list of city taxes unpaid for 2022; it encompasses approximately 800+ parcels and amounts to approximately \$3.6 million dollars outstanding and due to the City. The Office of the Comptroller will be sending out arrears notices for 2022 and also for previous years, dating as far back as 2016.

**MOTION TO ADJOURN:**

A motion to adjourn was made by Acting Mayor Thompson. Moved by Acting Council President Browne, Seconded by Comptroller Morton. A Roll Call was made by Clerk Walters: **Ayes:** Comptroller Morton, Acting Mayor Thompson, Acting Council President Browne **Nays:** None

**There being no further business, the meeting was adjourned at 4:44 p.m.**

Donna M. Jackson, M.Ed.,  
Deputy City Clerk  
Entered October 4, 2022