



Village of Harriman

1 Church Street
Harriman, New York 10926
TEL: (845) 783-4421

APRIL 7, 2025

REORGANIZATIONAL MEETING

7PM

DRAFT

VILLAGE OF HARRIMAN, NEW YORK
VILLAGE ORGANIZATION MEETING
APRIL 7, 2025
Page 1

The Organization meeting of the Village of Harriman was held on April 7, 2025, at 7:00pm.

Mayor Mitchel stated my first order of business tonight is to appoint G. Bruce Chichester as Village Trustee. My Second order of business is to appoint Trustee Carol Schneider as Deputy Mayor.

ROLL CALL: Mayor Wayne Mitchell, Trustee Reyna Sandoval, Trustee Golam Sarker, Deputy Mayor Carol Schneider and Village Clerk Jane Leake.

ABSENT: None

One person in attendance

Mayor Mitchell asked everyone to stand for the Pledge of Allegiance.

Item I: Mayor Mitchell stated Elected Officials

MOTION was made by Trustee Chichester to approve Item I.

SECOND was made by Deputy Mayor Schneider

ALL IN FAVOR

Mayor stated I would also like to congratulate Trustee Sandoval, Trustee Sarker and myself on winning our Elections for our respected positions.

Item II: Mayor Mitchell read the Appointments

MOTION was made by Trustee Sandoval to approve Item II.

SECOND was made by Trustee Sarker

ALL IN FAVOR

Item III: Mayor Mitchell stated the Planning Board and Zoning Board of Appeals Members as listed.

Planning Board meets on the third Monday of the month and the Zoning Board of Appeals meets every first Wednesday of the month as needed. Members of both Boards serve a five-year term subject to Board approval and by Mayor's appointment.

MOTION was made by Trustee Chichester to approve Item III.

SECOND was made by Deputy Mayor Schneider

ALL IN FAVOR

Item IV: Mayor Mitchell read the Village Board Appointments

MOTION was made by Trustee Sandoval to approve Items IV and V.

SECOND was made by Trustee Sarker

ALL IN FAVOR

Item V: Mayor Mitchell read the names of the Mayoral Appointments

MOTION was made by Trustee Sandoval to approve Item V.

SECOND was made by Trustee Sarker

ALL IN FAVOR

Item VI: Mayor Mitchell read his Appointments of the Department Heads

MOTION was made by Deputy Mayor Schneider to approve Item VI.

SECOND was made by Trustee Sarker

ALL IN FAVOR

Items VII and VIII: Mayor Mitchell stated the Appointments of the Village Contracts and read the Official Newspaper as Times Herald Record

MOTION was made by Trustee Chichester to approve Items VII and VIII.
SECOND was made by Deputy Mayor Schneider
ALL IN FAVOR

Items IX and X: Mayor Mitchell read the Open Meeting Law Requirements Section 104(1) and Village Board Meetings

MOTION was made by Deputy Mayor Schneider to approve Items IX and X.
SECOND was made by Trustee Sandoval
ALL IN FAVOR

Items XI through XIII: Mayor Mitchell read the Next Organization Meeting, Rules and Procedure and Tentative Budget Hearing Date

Our next Organizational Meeting is Tuesday, April 7, 2026, at 7pm at the Village Hall. The Village of Harriman Rules of Procedure are attached to the Organization. Meeting. A tentative budget public hearing date for the next budget of 2026-2027 will be Tuesday, April 14, 2026, at 7:15pm.

MOTION was made by Trustee Chichester to approve Items XI through XIII.
SECOND was made by Trustee Sandoval
ALL IN FAVOR

Items XIV and XV: Mayor Mitchell read the Advance Approval of Claims and Mileage Allowance

The mileage allowance is at the current rate of 0.70 cents per mile for personal use of vehicles and the fleets as listed. The current Highway and Police Fleets read by Mayor.

MOTION was made by Trustee Chichester to approve Items XIV and XV.
SECOND was made by Deputy Mayor Schneider
ALL IN FAVOR

Item XVI: Mayor Mitchell read the Attendance at Schools and Conferences

MOTION was made by Trustee Sandoval to approve Item XVI.
SECOND was made by Trustee Sarker
ALL IN FAVOR

Item XVII: Mayor Mitchell read the Committees

MOTION was made by Deputy Mayor Schneider to approve Item XVII.
SECOND was made by Trustee Chichester
ALL IN FAVOR

Items XVIII through XX: Mayor Mitchell read the Harriman Fire Engine Company, Official Banks and Investment Policy

The Harriman Fire Engine Company #1 is as of January 1, 2011, a part of the Monroe Joint Fire District.

MOTION was made by Trustee Sandoval to approve Items XVIII through XX.
SECOND was made by Trustee Sarker
ALL IN FAVOR

**VILLAGE OF HARRIMAN, NEW YORK
VILLAGE ORGANIZATION MEETING
APRIL 7, 2025
Page 3**

Item XXI: Mayor Mitchell read the Election Resolutions

The next General Election in the Village of Harriman is to be held on March 17, 2026. Resolution was passed, adopted and approved March 1998.

MOTION was made by Trustee Chichester to approve Item XXI.
SECOND was made by Trustee Sandoval
ALL IN FAVOR

Items XXII and XXIII: Mayor Mitchell read the Human Resource Practices and Code of Ethics

The Employee Handbook that was adopted by the Board of Trustees in 2007 was last revised on August 8, 2023. The Code of Ethic was created by Local Law 1991 and last revised in 3/27/12.

MOTION was made by Trustee Schneider to approve Items XXII and XXIII.
SECOND was made by Trustee Chichester
ALL IN FAVOR

Items XXIV and XXV: Mayor Mitchell stated the Fire Protection Fees and Towing Fees

Fire Protection Fees were last amended March 9, 2021, by Local Law #2 of 2021.

MOTION was made by Deputy Mayor Schneider to approve Items XXIV and XXV.
SECOND was made by Trustee Sandoval
ALL IN FAVOR

Items XXVI and XXVII: Mayor Mitchell read the Cell Phone Reimbursement Policy and PBA Officers.

MOTION was made by Trustee Chichester to approve Items XXVI and XXVII.
SECOND was made by Trustee Schneider
ALL IN FAVOR

Item XXVIII: Mayor Mitchell read the Village of Harriman Holidays
(Holidays are listed for all nonunion employees)

MOTION was made by Trustee Sandoval to approve Item XXVIII.
SECOND was made by Trustee Sarker
ALL IN FAVOR

Item XXIX: Mayor Mitchell stated the list of Authorized Electrical Inspectors

MOTION was made by Trustee Chichester to approve Item XXIX.
SECOND was made by Trustee Sarker
ALL IN FAVOR

Item XXX: Mayor Mitchell read the list of Policies for Review and Approval

MOTION was made by Deputy Mayor Schneider to approve Item XXX.
SECOND was made by Trustee Sandoval
ALL IN FAVOR

Items XXXI and XXXII: Mayor Mitchell read the Fees and Hours of Operation

MOTION was made by Trustee Chichester to approve Items XXXI and XXXII.
SECOND was made by Trustee Sandoval
ALL IN FAVOR

**VILLAGE OF HARRIMAN, NEW YORK
VILLAGE ORGANIZATION MEETING
APRIL 7, 2025
Page 4**

Individual hours are subject to change based on Village needs approved by the Mayor, Village Board or Department Head as required.

This concluded the Organization meeting at 7:34 p.m.

MOTION was made by Trustee Chichester to adjourn the Reorganization meeting at 7:34 p.m.

SECOND was made by Trustee Sandoval

ALL IN FAVOR

Respectfully submitted by: _____
Jane Leake, Village Clerk

DRAFT