

**Minutes of the Annual Reorganization Meeting  
of the Village of Nyack Board of Trustees  
Held at Village Hall at 7:30 pm on Monday, December 1, 2025**

**Present:** Joseph Rand, Mayor  
Pascale Jean-Gilles, Trustee  
Donna Lightfoot-Cooper – *Arrived 8:00 pm*  
Joseph Carlin, Trustee  
Nathalie Riobe-Taylor, Trustee

**Also Present:** Andrew Stewart, Village Administrator  
Dennis Michaels, Village Attorney  
Linda Donnelly, Village Clerk

**Meeting called to order at 7:36 pm**

**Pledge of Allegiance**

**Mayor's Introduction**

Mayor Rand reported that the Village has released its Holiday Event Guide, which includes approximately 60 community events taking place throughout December. The guide is available online at [nyack.link/events](http://nyack.link/events). He also noted that the Village will release a new district shopping map next week, developed in collaboration with Sam Wedelich and local business owners.

The Mayor shared that he attended the memorial service for Vincent Cuccia, founder of Strawberry Place, recognizing his long-standing contributions to the community and noting the significant turnout in his honor.

Upcoming community events include the Village Tree Lighting in Hezekiah Easter Veteran's Square, the Hanukkah lighting scheduled for December 14, and a musical fundraising event this Saturday featuring Tony Award-winner Jason Robert Brown in support of Pride of Piermont. The Mayor encouraged residents to consult the event guide for a full listing of activities.

**COMMENTS FROM THE VILLAGE BOARD**

**Trustee Carlin** – Following last meeting's presentation on the Depew House, the Library Board of Trustees has decided to delay any decisions regarding the property until July. He noted that the Board is supportive of moving forward with the historic landmark designation for the Depew House

## **OATH OF OFFICE**

Village Clerk Linda Donnelly administered the Oath of Office to the following elected officials:

- Joseph Rand, Mayor – Two-year term
- Joseph Carlin, Trustee – Two-year term
- Nathalie Riobe-Taylor, Trustee – Two-year term

Each official signed the Oath of Office, which will be filed with the Village Clerk.

## **PRESENTATION**

Treasurer's Financial Report – Kyle Coimbra

Treasurer Coimbra explained that the information is confusing and not clearly presented and noted that he often has to sort through extensive material to clarify it. He offered to review it with the Board in his office to provide a more accurate picture.

## **PUBLIC HEARINGS**

### **ADOPTION OF MINUTES** – 10/23/2025

*On motion of Trustee Carlin, seconded by Trustee Jean-Gilles. The minutes of the meeting held on 10/23/2025 were accepted as presented.*

## **ACTION ITEMS**

### **RESOLUTION NO. 2025-202 – ACCEPTING AUDITED VOUCHER SUMMARY**

*The following resolution was offered by Trustee Carlin, seconded by Trustee Jean-Gilles.*

WHEREAS, the Audited Voucher Summary was presented to the Nyack Village Board of Trustees at its regularly scheduled meeting of December 1, 2025.

RESOLVED, the General Fund Claims set forth on Pages 1 through 8 in the below listed amounts are approved for payment:

GENERAL FUND	\$249,728.72
NYACK PARKING AUTHORITY	\$ 5,528.06
WATER FUND	\$ 350.77
CAPITAL PROJECTS – 2017 Improvements	\$ 66,927.50
TRUST AND AGENCY	\$ 1,737.14

*On roll call the vote was as follows:*

*Trustee Jean-Gilles . . . . . Yes  
Trustee Lightfoot-Cooper . . Yes*

*Trustee Riobe-Taylor . . . . . Yes  
Mayor Rand . . . . . . . . . Yes*

*Trustee Carlin. . . . . Yes*



**RESOLUTION NO. 2025-203 – ACCEPTING THE MAYOR’S SLATE OF APPOINTMENTS**

*The following resolution was offered by Trustee Carlin, seconded by Trustee Jean-Gilles.*

WHEREAS, the Mayor has the authority to make certain appointments of Village staff and members the Village’s various boards.

NOW, THEREFORE, BE IT RESOLVED, BY THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF NYACK, that the Mayor’s slate of appointments are hereby approved, and consented to, by the Village Board of Trustees (and that all other appointments shall be held over until further action), effective December 1, 2025, for a term to expire at the Annual Meeting (a/k/a re-organizational or organizational meeting) of the Village Board of Trustees to be held in December of 2026 as per Village Code §28-2(C):

Deputy Mayor	Pascale Jean Gilles
Registrar of Vital Statistics	Patricia Evans
Deputy Registrar of Vital Statistics	Linda Donnelly
Receiver of Taxes	Kyle Coimbra
Village Attorney	Dennis D. Michaels, Esq.
Village Administrator	Andy Stewart
Village Treasurer	Kyle Coimbra
Village Clerk	Linda Donnelly
Associate Village Justice	Peter Klose, Esq.
Village Marriage Officer	Joseph Rand
Village Historian	J.P. Schutz
Planning Board Chair	Laura Rothschild
Zoning Board of Appeals Chair	Steve Knowlton
Architectural Review Board Chair	Greg Healey
Parks Commissioner Chair	James Willcox
Parks Commissioner Vice Chair	Andrea DeVitto
Water Commissioner Chair	William McDowell
Village Planner	Robert Galvin
Village Engineer	Eve Mancuso, Weston and Sampson
Account Signatories	Joseph Rand, Mayor
	Andrew Stewart, Vill Administrator
	Ann Marie Tlsty, Asst. to the Village Administrator

*On roll call the vote was as follows:*

Trustee Jean-Gilles . . . . . Yes  
Trustee Lightfoot-Cooper . . Yes  
Trustee Carlin . . . . . Yes

Trustee Riobe-Taylor . . . . . Yes  
Mayor Rand . . . . . Yes



**RESOLUTION NO. 2025-204 – ACCEPTING THE MAYOR’S SLATE OF APPOINTMENTS**

*The following resolution was offered by Trustee Riobe-Taylor, seconded by Trustee Carlin.*

WHEREAS, the Mayor has the authority to make certain appointments of Village staff and members of the Village’s various boards.

NOW, THEREFORE, BE IT RESOLVED, BY THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF NYACK, that the Mayor’s slate of appointments are hereby approved, and consented to, by the Village Board of Trustees (and that all other appointments shall be held over until further action), effective December 1, 2025, for a term to expire at the Annual Meeting (a/k/a re-organizational or organizational meeting) of the Village Board of Trustees to be held in December of 2030 as per Village Code §28-2(C):

Architectural Review Board Member  
Nyack Housing Authority  
Parks Commissioner  
Water Commission Member  
Water Commission Member

Scott O’Neill  
Miriam Rubinton  
Chris Lattanzio  
Jay Phillips  
Elizabeth Turk

*On roll call the vote was as follows:*

Trustee Jean-Gilles . . . . . Yes  
Trustee Lightfoot-Cooper . . Yes  
Trustee Carlin . . . . . Yes

Trustee Riobe-Taylor . . . . . Yes  
Mayor Rand . . . . . Yes



**RESOLUTION NO. 2025-205 – DESIGNATING DEPOSITORYES**

*The following resolution was offered by Trustee Carlin, seconded by Trustee Jean-Gilles.*

WHEREAS, the Village Board of Trustees has determined that NYS Village Law §4-412(3)(2) requires the designation of banks or trust companies for the deposit of all Village monies.

RESOLVED, effective December 1, 2025, that the Village Board of Trustees designates the following institutions as depositories of all moneys received by the Village Treasurer, Village Clerk, and Receiver of Taxes:

Key Bank  
M & T Bank  
MBIA Municipal Investors Service Corp. (NYCLASS)

*On roll call the vote was as follows:*

Trustee Jean-Gilles . . . . Yes  
Trustee Lightfoot-Cooper . . Yes  
Trustee Carlin. . . . . Yes

Trustee Riobe-Taylor . . . . Yes  
Mayor Rand . . . . . Yes



**RESOLUTION NO. 2025-206 – DESIGNATING THE OFFICIAL NEWSPAPER OF THE VILLAGE**

*The following resolution was offered by Trustee Jean-Gilles, seconded by Trustee Riobe-Taylor.*

RESOLVED, effective December 1, 2025, that the Nyack Village Board of Trustees designates the *Journal News* (Rockland Edition) as the Village's official newspaper.

*On roll call the vote was as follows:*

Trustee Jean-Gilles . . . . Yes  
Trustee Lightfoot-Cooper . . Yes  
Trustee Carlin. . . . . Yes

Trustee Riobe-Taylor . . . . Yes  
Mayor Rand . . . . . Yes



**RESOLUTION NO. 2025-207 – ADOPT THE VILLAGE PROCUREMENT POLICY**

*The following resolution was offered by Trustee Riobe-Taylor, seconded by Trustee Carlin.*

RESOLVED, that the Nyack Village Board of Trustees adopts the attached Village Procurement Policy.

*On roll call the vote was as follows:*

Trustee Jean-Gilles . . . . Yes  
Trustee Lightfoot-Cooper . . Yes  
Trustee Carlin. . . . . Yes

Trustee Riobe-Taylor . . . . Yes  
Mayor Rand . . . . . Yes

## RESOLUTION NO. 2025-208 – DESIGNATION OF LAND USE BOARDS MEETING DATES

*The following resolution was offered by Trustee Riobe-Taylor, seconded by Trustee Jean-Gilles.*

BE IT RESOLVED, the regular meeting of the Village of Nyack Land Use Boards shall be held at 7:00 pm at the Village of Nyack Village Hall, as set forth below:

### JANUARY

01/05/2026 – PB  
01/21/2026 – ARB  
01/26/2026 – ZBA

### JULY

07/06/2026 – PB  
07/15/2026 – ARB  
07/27/2026 – ZBA

### FEBRUARY

02/02/2026 – PB  
02/18/2026 – ARB  
02/23/2026 – ZBA

### AUGUST

NO MEETINGS

### MARCH

03/02/2026 – PB  
3/18/2026 – ARB  
3/30/2026 – ZBA

### SEPTEMBER

09/14/2026 – PB  
09/16/2026 – ARB  
09/28/2026 – ZBA

### APRIL

04/13/2026 – PB  
04/15/2026 – ARB  
04/27/2026 – ZBA

### OCTOBER

10/05/2026 – PB  
10/21/2026 – ARB  
10/26/2026 – ZBA

### MAY

05/04/2026 – PB  
05/18/2026 – ZBA \*  
05/20/2026 – ARB

### NOVEMBER

11/02/2026 – PB  
11/18/2026 – ARB  
11/30/2026 – ZBA

### JUNE

06/01/2026 – PB  
06/17/2026 – ARB  
06/29/2026 – ZBA

### DECEMBER

12/07/2026 – PB  
12/16/2026 – ARB  
NO ZBA

\*Meeting out of the normal order

*On roll call the vote was as follows:*

Trustee Jean-Gilles . . . . . Yes  
Trustee Lightfoot-Cooper . . Yes  
Trustee Carlin . . . . . Yes

Trustee Riobe-Taylor . . . . . Yes  
Mayor Rand . . . . . . . . . Yes

**RESOLUTION NO. 2025-209 – APPROVING THE NYACK HOUSING AUTHORITY BUDGET FOR FISCAL YEAR 2024-2025**

*The following resolution was offered by Trustee Riobe-Taylor, seconded by Trustee Jean-Gilles.*

WHEREAS, pursuant to applicable law and oversight responsibilities, the Village Board of the Village of Nyack is required to review and approve the annual budget of the Nyack Housing Authority; and

WHEREAS, the proposed budget for fiscal year 2024–2025 has been duly submitted to the Village Board, including all personnel salary allocations and operational expenditures;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Nyack hereby approves the Nyack Housing Authority Budget for fiscal year 2024–2025, inclusive of all personnel salary allocations and related expenditures, as submitted.

Don Hammond – FY25 numbers are pre-audit actuals; FY26 budget will be delivered in January; the Housing Authority is catching up on audits with the FY23 audit completed and findings addressed; full financial compliance is expected by late January/early February.

Mayor Rand – Praised Don Hammond for taking on the challenging Housing Authority role, commended his effective leadership in stabilizing the organization, and expressed deep gratitude for his selfless public service.

Trustee Riobe-Taylor – Thanked Don Hammond for his service and acknowledged the significant financial stability he helped bring to the Housing Authority.

*On roll call the vote was as follows:*

Trustee Jean-Gilles . . . . . Yes

Trustee Lightfoot-Cooper . . . Absent

Trustee Carlin . . . . . Yes

Trustee Riobe-Taylor . . . . . Yes

Mayor Rand . . . . . Yes



**RESOLUTION NO. 2025-210 – SET A PUBLIC HEARING AMENDING PARAGRAPH “G”, OF §238-5 (EXCEPTIONS), OF CHAPTER 238 (NOISE) OF THE CODE OF THE VILLAGE OF NYACK, SO AS TO PRESCRIBE AN AUTOMATIC REPEAL, ON 12/31/208 BY MEANS OF A SUNSET PROVISION, OF THE EXCEPTION (EXEMPTION) FROM THE PROHIBITION OF GASOLINE-POWERED LEAF BLOWERS**

*The following resolution was offered by Trustee Carlin, seconded by Trustee Jean-Gilles.*

RESOLVED, the Board of Trustees of the Village of Nyack schedules a public hearing to amend Chapter 238 (Noise), of the Code of the Village of Nyack, so as to prescribe an automatic repeal, on 12/31/2028 by means of a sunset provision, of the Exception (Exemption) from the prohibition of gasoline-powered leaf blowers by the Village Board of Trustees for 7:30 pm, Thursday, January 8, 2026.

*On roll call the vote was as follows:*

Trustee Jean-Gilles . . . . Yes  
Trustee Lightfoot-Cooper . . Yes  
Trustee Carlin. . . . . Yes

Trustee Riobe-Taylor . . . . Yes  
Mayor Rand . . . . . Yes



**RESOLUTION NO. 2025-211 – APPROVING PUBLICATION OF A COMPETITIVE BID  
FOR ROOFTOP SOLAR ARRAYS ON THE DPW AND VILLAGE HALL**

*The following resolution was offered by Trustee Carlin, seconded by Trustee Jean-Gilles.*

RESOLVED, in consideration of the fact that the Village has obtained a grant funding contract from NYSERDA equal to the total expected cost of installation of these two solar projects, the Board of Trustees of the Village of Nyack approves the publication of the completed bid package as soon as possible, subject to review by the Village Attorney, and with a deadline for responses as per recommendation of Village Engineer.

*On roll call the vote was as follows:*

Trustee Jean-Gilles . . . . Yes  
Trustee Lightfoot-Cooper . . Yes  
Trustee Carlin. . . . . Yes

Trustee Riobe-Taylor . . . . Yes  
Mayor Rand . . . . . Yes

*The following motion was offered by Trustee Carlin, seconded by Trustee Riobe-Taylor to amend the resolution to add the Head Start building.*

*On roll call the vote was as follows:*

Trustee Jean-Gilles . . . . Yes  
Trustee Lightfoot-Cooper . . Yes  
Trustee Carlin. . . . . Yes

Trustee Riobe-Taylor . . . . Yes  
Mayor Rand . . . . . Yes



**DEPARTMENT REPORTS (based on availability)**

**OPD** – Mayor Rand will setup two-on-two meetings for early January; Trustee Carlin inquired about Safety Patrol status report; Administrator Stewart reported that safety patrols are following their assigned routes, have received positive feedback, and there have been no complaints. They remain attentive and responsive to community needs, including supporting Fresh Market during closing hours.; Mayor Rand noted positive feedback from community members who sense an

improved atmosphere downtown, attributing it in part to increased OPD foot patrols and the presence of the safety patrol; Trustee Jean-Gilles suggested holding a meet-and-greet with the safety patrol in the new year so community members can get to know them to build community relationship.

**Village Administrator** – Reported progress on securing external funding, highlighting Ann Marie’s extensive efforts in securing a pending state reimbursement for half the cost of a new leaf machine. He also noted that ongoing storm drain mapping, once completed, will position the Village to apply for future grant funding for a specialized catch basin maintenance truck.

## **OLD BUSINESS**

### Rat Mitigation

Complaints have decreased, suggesting that mitigation efforts—such as adapting to issues after the fire, improving trash containerization, and working with property owners on proper waste storage—are having a positive effect. Ongoing coordination with the garbage carter and code enforcement continues to address building-specific challenges.

Climate Adaptation Plan – January 8, 2026, adoption of the Plan

## **NEW BUSINESS**

### Renew Mayor’s Staff Cancer Screening Bonus Vacation Day Policy

### Schedule Parking Authority Meeting for January 8, 2026

Meeting to start at 6:30 pm

## **COMMUNICATIONS**

Application from Johnna Downing for use of Senior Center for Child’s Birthday Party, December 6, 2025, 1 PM – 9 PM.

Trustee Carlin recommended establishing a policy and fee schedule for private use of Village facilities, such as the gazebo and senior center, to ensure consistent and appropriate use.

## **PUBLIC COMMENT**

## **ADJOURNMENT**

*Motion to adjourn meeting in memory of Vincent Cuccia. Motion offered by Trustee Carlin, seconded by Trustee Riobe-Taylor to adjourn meeting at 8:39 pm. Motion carried.*



VILLAGE CLERK

