

Charter Revision Commission

BOL Meeting Minutes - Published Draft



800 Michaelian Office Bldg.
148 Martine Avenue, 8th Floor
White Plains, NY 10601
www.westchesterlegislators.com

Tuesday, January 20, 2026

6:00 PM

Committee Room

CALL TO ORDER

Please note: Meetings of the Board of Legislators and its committees are held at the Michaelian Office Building, 148 Martine Avenue, White Plains, New York, 10601, and remotely via the WebEx video conferencing system. Legislators may participate in person or via Webex. Members of the public may attend meetings in person at any of its locations, or view it online on the Westchester County Legislature's website: <https://westchestercountyny.legistar.com/>. This website also provides links to materials for all matters to be discussed at a given meeting.

Commission Member Ruth Montgomery will be participating remotely.

Westchester County Charter Revision Commission Chairman Judge Lyndon Williams began the meeting at 6:30 PM. There was not a quorum present. Also present in the room: Committee Coordinator Althema Goodson; Legislative Director Marcello Figueroa; County Executive Liaison Harry Brussel; and Westchester County Charter Revision Commission Counsel Mondaire Jones, Esq. Remote Participants: Westchester County Charter Revision Commission Member Timothy S. Warn; Westchester County Charter Revision Commission Member Shurla Tukuru; and Westchester County Charter Revision Commission Member Ruth Montgomery.

Present Howard Permut, Harry P. Bittker, Eric Morrissey, Carolyn B. Stevens, Beth N. Smayda, Shauna Rae Long, Nancy Kaboolian, Nancy Seligson, Lyndon Williams, Heather Lackey, and Joseph Marchese

Absent Gary J. Zuckerman, Ken Jones Esq., Terry Holmes-Nelson, Toni Kollarmail, Lou Sanchez, Mark Cardwell, Nancy Weinberger, and David Alpert

Remote Timothy S. Warn, Shurla Tukuru, and Ruth Montgomery

MINUTES APPROVAL

ITEMS FOR DISCUSSION

1. Review of Deliberation Protocol
2. Review of "Group A" Requests

Commission Chairman Judge Lyndon Williams invited Legislative Coordinator, Marcello Figueroa and Commission Counsel Mondaire Jones to the table. Commission Chairman Judge Williams provided the Commission with an update on the work plans, reviewed upcoming meetings, and discussed the possibility of adding an additional meeting in March. He also reviewed the items discussed at the previous meeting held on January 13. Judge Williams explained that as draft reports are agreed upon, they are incorporated into the Draft Report so that once all items are approved to move forward, the Draft Report will be complete

and ready. The Commission Chairman also explained the concept of Group A, referred to as "Low-Hanging Fruit," and discussed upcoming items that will be presented to the Commission.

Although there was not a quorum present to take formal action, the Commissioners proceeded to read and discuss the following items:

1. Suggestion Source: Chief Deputy County Attorney Stacey Dolgin-Kmetz. Suggestion Number: 1. Suggestion Summary: Amend Section 107.71 to align the procedures for veto of Acts by the County Executive with the language in Section 209.151 regarding approval of Local Laws. Members present expressed positive opinions.
2. Suggestion Source: Chief Deputy County Attorney Stacey Dolgin-Kmetz. Suggestion Number: 2. Suggestion Summary: Amend Section 209.151 to allow, at the next regular or special meeting, the Clerk of the County Board to present a Local Law returned by the County Executive with disapproval and permit the County Board to reconsider and vote to override the veto. : Members present expressed positive opinions.
3. Suggestion Source: Chief Deputy County Attorney Stacey Dolgin-Kmetz. Suggestion Number: 3. Suggestion Summary: Amend Section 209.151 to ensure the procedures for veto of Local Laws by the County Executive are consistent with the language in Section 107.71 regarding approval of Acts. Members present expressed positive opinions.
4. Suggestion Source: Chief Deputy County Attorney Stacey Dolgin-Kmetz. Suggestion Number: 4. Suggestion Summary: (1) The Clerk of the County Board shall present to the full County Board any Local Law that has been returned by the County Executive with disapproval or objections.

(2) The County Board shall reconsider such disapproved Local Law and may vote to override the veto. Members present expressed positive opinions.
5. Suggestion Source: Assistant Chief Deputy County Attorney Tami Altschiller. Suggestion Number: 8. Suggestion Summary: "Amend Sec. 273.181 regarding disclosure of autopsy reports to delete the sentence that states: 'All other records shall be open to public inspection.' Without this sentence, the County will be subject to the New York State County law § 677(3)(b), that limits disclosure of autopsy reports to certain specific persons or pursuant to a Court order." Members expressed the need for follow-up with the Law Department.
6. Suggestion Source: Assistant Chief Deputy County Attorney Tami Altschiller, Westchester County Attorney's Office. Suggestion Number: 4. Suggestion Summary: Delete Section 161.11(d) in its entirety as duplicative of Chapter 158, or amend it to mirror the language in Section 158.11(1). Members present expressed positive opinions.
7. Suggestion Source: Susan Cacace, District Attorney, Westchester County. Suggestion Number: 6. Suggestion Summary: Amend the Charter to require the District Attorney to serve ex officio as Chair or Co-Chair of County boards and task forces that materially affect criminal justice policy, including the Reentry Task Force, Corrections Advisory Board, and Gun Violence Advisory Board. Members expressed the need for follow-up via letter regarding this suggestion.

8. *Suggestion Source: Blanca Lopez, Commissioner, Department of Planning. Suggestion Number: 1. Suggestion Summary: Amend Section 191.11 of the County Administrative Code to explicitly authorize voting privileges for ex-officio members of the Planning Board to reflect current practice and ensure statutory consistency. Members present expressed positive opinions.*
9. *Suggestion Source: Blanca Lopez, Commissioner, Department of Planning. Suggestion Number: 2. Suggestion Summary: Amend the County Code to require municipalities to report final land use actions to the County Department within 30 days, consistent with New York State General Municipal Law §§ 239-m(6) and 239-n(6). Members present expressed positive opinions.*
10. *Suggestion Source: Blanca Lopez, Commissioner, Department of Planning. Suggestion Number: 3. Suggestion Summary: Amend County Administrative Code to implement the 30 day time for the County Planning Board to respond to municipal referrals and that materials and supporting documentation be sent accordingly instead of a public hearing notice. Members present expressed positive opinions.*
11. *Suggestion Source: Blanca Lopez, Commissioner, Department of Planning. Suggestion Number: 4. Suggestion Summary: Review and clarify Section 241.321 to better define and coordinate transportation planning responsibilities between the Department of Public Works and Transportation and the Department of Planning. Members expressed the need for the Planning Department to meet with DPW and the Law Department.*
12. *Suggestion Source: Blanca Lopez, Commissioner, Department of Planning. Suggestion Number: 5. Suggestion Summary: Consider eliminating Section 712.541 regarding pedestrian use of walks and paths due to conflicts with current pedestrian behavior and inconsistent sidewalk connectivity at County-owned properties. Members expressed mixed opinions.*
13. *Suggestion Source: Blanca Lopez, Commissioner, Department of Planning. Suggestion Number: 6. Suggestion Summary: Review and update Article XII establishing the Westchester County Housing Opportunity Commission to clarify its purpose, duties, scope, structure, and alignment with the Department of Planning's current role in housing policy, implementation, and data management. Members present expressed positive opinions.*
14. *Suggestion Source: Tejash Sanchala, Executive Director of Human Rights. Suggestion Number: 1. Suggestion Summary: Add a Statement of Non-Discrimination to the County Charter to affirm the County's commitment to non-discrimination and provide evergreen cross-references to existing County non-discrimination laws. Members present expressed positive opinions.*
15. *Suggestion Source: Vincent Kopicki, Commissioner of Environmental Facilities. Suggestion Number: 1. Suggestion Summary: Amend Section 128.11(5) to expressly authorize the Commissioner of Environmental Facilities to enter into construction, consulting, maintenance, repair, and other contracts necessary to perform duties for the County and all managed districts. Members present expressed positive opinions.*

16. *Suggestion Source: Vincent Kopicki, Commissioner of Environmental Facilities.*
Suggestion Number: 2. Suggestion Summary: Amend Section 161.11(3) to clarify that the Board of Acquisition and Contract may designate the newspaper for bid publication and determine performance security on an annual basis rather than for each individual bid.
Members expressed the need for follow-up with the Department of Environmental Facilities.

The meeting was adjourned.
This was read into the record

ADJOURNMENT

This matter was adjourned

Present Howard Permut, Harry P. Bittker, Eric Morrissey, Carolyn B. Stevens , Beth N. Smayda, Shauna Rae Long , Nancy Kaboolian, Nancy Seligson, Lyndon Williams, Heather Lackey, Marc Bussanich, and Joseph Marchese
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