

# Charter Revision Commission

## BOL Meeting Minutes - Final



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

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**Tuesday, February 10, 2026**

**6:00 PM**

**Committee Room**

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### CALL TO ORDER

*With a quorum present, Westchester County Charter Revision Commission Chairman Judge Lyndon Williams opened the meeting at 6:12PM. Participating remotely: Commission Member Carolyn Stevens and Legislative Director Marcello Figueroa. Also present: Committee Coordinator Althema Goodson, Legislative Director James Silverberg, County Executive Liaison Harry Brussell, and Commission Counsel Mondaire Jones Esq.*

**Present** Howard Permut, Timothy S. Warn , Harry P. Bittker, Eric Morrissey, Beth N. Smayda, Shauna Rae Long , Gary J. Zuckerman, Ken Jones Esq., Shurla Tukuru, Nancy Kaboolian, Terry Holmes-Nelson, Ruth Montgomery, Nancy Seligson, Lyndon Williams, Heather Lackey, Toni Kollarmail, Lou Sanchez, Mark Cardwell, Joseph Marchese, and David Alpert

**Remote** Carolyn B. Stevens

### MINUTES APPROVAL

### ITEMS FOR DISCUSSION

1. Review of Deliberation Protocol
2. Review of "Group A" Requests
3. Update of Work Plan

*At the beginning of the meeting, Commission Chairman Williams thanked Marcello Figueroa, Legislative Director, for his hard work and dedication to the Commission and wished him well in his new endeavors. He then introduced James Silverberg, who will be serving as the new Legislative Director for the BOL.*

*There was then a discussion on lowering the meeting quorum; however, there was no vote taken. There was a brief update on the last meeting and review of request reviews from January 20th.*

*Voting strength at the beginning of the meeting: 19*

*Request Source: Chief Deputy County Attorney Stacey Dolgin-Kmetz*

*Request #1*

*Request 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."*

*Outcome: Approved Unanimous Vote*

*Request Source: Chief Deputy County Attorney Stacey Dolgin-Kmetz*

*Request #3*

*Request 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."*

*Outcome: Approved Unanimous Vote*

*Voting increased to 21; Commissioners S. Ken Jones and Heather Lackey joined the meeting.*

*Request Source: Chief Deputy County Attorney Stacey Dolgin-Kmetz*

*Request #2*

*Request Summary: "Amend Section 107.71 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."*

*Outcome: Approved Unanimous Vote*

*Request Source: Chief Deputy County Attorney Stacey Dolgin-Kmetz*

*Request #4*

*Request Summary: "Amend Section 209.151 to allow, at the next regular or special meeting, the Clerk of the County Board to present an Act returned by the County Executive with disapproval and permit the County Board to reconsider and vote to override the veto."*

*Outcome: Approved Unanimous Vote*

*Voting decreased to 20; Commissioner Carolyn Stevens had audio trouble and was unable to cast votes.*

*Request Source: Chief Deputy County Attorney Stacey Dolgin-Kmetz*

*Request #8*

*Request Summary: "Amend Sec. 273.181 regarding disclosure of autopsy reports to delete the sentence that states: 'Make the LWC incorporate the New York State County Law Sec. 677 concerning release of autopsy reports.'"*

*Outcome: Approved Unanimous Vote*

*Request Source: Assistant Chief Deputy County Attorney Tami Altschiller*

*Request #4*

*Request 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)."*

*Outcome: Approved Unanimous Vote*

*Request Source: Blanca Lopez, Commissioner, Department of Planning*

*Request Number: 1*

*Request 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."*

*Outcome: Approved Unanimous Vote*

*Request Source: Blanca Lopez, Commissioner, Department of Planning*

*Request Number: 2*

*Request 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)."*

*Outcome: Approved Unanimous Vote*

*Request Source: Blanca Lopez, Commissioner, Department of Planning*

*Request Number: 3*

*Request 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."*

*Outcome: Approved Unanimous Vote*

*Request Source: Blanca Lopez, Commissioner, Department of Planning*

*Request Number: 4*

*Request 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."*

*Outcome: Approved Unanimous Vote*

*Request Source: Blanca Lopez, Commissioner, Department of Planning*

*Request Number: 5*

*Request 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."*

*Outcome: Rejected Unanimous Vote*

*Request Source: Blanca Lopez, Commissioner, Department of Planning*

*Request Number: 6*

*Request 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."*

*Outcome: Tabled Unanimous Vote*

*Request Source: Tejash Sanchala, Executive Director of Human Rights*

*Request Number: 1*

*Request 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."*

*Outcome: Approved with modification*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 1*

*Request 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."*

*Outcome: Tabled*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 2*

*Request 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."*

*Outcome: Tabled*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 4*

*Request Summary: "Request to amend the definition of 'Solid Waste' in Section 463.11 to explicitly exclude recyclables and modernize the language to reflect advances in waste management technology."*

*Outcome: Approved Unanimous Vote*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 5*

*Request Summary: "Request to add a new subsection 6 to Section 463.11 defining 'Recyclables' by reference to Chapter 825 of the Laws of Westchester County, to keep the code aligned with evolving recycling practices."*

*Outcome: Approved Unanimous Vote*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 6*

*Request Summary: "Request to create a new Section 161.61 authorizing and encouraging performance-based public works contracts that include incentives for early completion and penalties for contractor-caused delays."*

*Outcome: Approved*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 7*

*Request Summary: "Request to amend Section 158.21 on duties relating to special districts by (a) renumbering current text as subsection 1 and (b) adding subsection 2 to allow sewer, water, and Refuse Disposal District No. 1 to hire separate counsel and initiate certain legal actions without prior special authorization, limited to specified purposes."*

*Outcome: Approved (19-1)*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 10*

*Request Summary: "Request, in Part XIV (Professional Prequalification and Selection Boards, procurements between 20,000 and 250,000), to add a definition for 'DEF' in Section 1: Definitions."*

*Outcome: Approved Unanimously*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 11*

*Request Summary: "Request, in Part XIV (procurements between 20,000 and 250,000), to amend Section 3a so that notice to the Commissioner of Public Works is not required when a project is solely managed by the Commissioner of Environmental Facilities (DEF)."*

*Outcome: Rejected Unanimously*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 12*

*Request Summary: "Request, in Part XIV (procurements between 20,000 and 250,000), to amend Section 4 so that the cost estimate for a project may be obtained from either the Commissioner of Public Works or, where appropriate, the Commissioner of Environmental Facilities."*

*Outcome: Approved Unanimously*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 13*

*Request Summary: "No separate notice to DPW is required when DEF is solely managing a project."*

*Outcome: Rejected (19–1)*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 14*

*Request Summary: "Request, in Part XIV (procurements over 250,000), to amend Section 2(B)(iii) so that departments preparing a draft RFP over 250,000 also send it to the Commissioner of Public Works (unless the project is solely managed by DEF), and any rejection letter from the Selection Board is copied to the Prequalification Board and the Commissioner of Public Works, with the same DEF-managed exception."*

*Outcome: Rejected (19–1)*

*Request Source: Vincent Kopicki, Commissioner of Environmental Facilities*

*Request Number: 15*

*Request Summary: "Request, in Part XIV (procurements over 250,000), to add a title 'Annual Report' to Section 3 and to require the Commissioners of Public Works and Environmental Facilities to prepare a joint annual report."*

*Outcome: Approved Unanimously*

*Request Source: First Deputy Commissioner of Parks Peter Tartaglia*

*Request Number: 2*

*Request Summary: "Parks, Recreation and Conservation (Chapter 249): PRC recommends combining Chapter 249 with Chapter 765 so that conservation, land, and related functions are consolidated in a single chapter for clarity and coherence."*

*Outcome: Approved Unanimously*

*Request Source: First Deputy Commissioner of Parks Peter Tartaglia*

*Request Number: 3*

*Request Summary: "Leases and Concessions (Sec. 249.131(1)): PRC proposes extending the maximum term for leases and concessions to ten years with one additional ten-year renewal, allowing concessionaires enough time to recoup their investments and improve county property."*

*Outcome: Approved Unanimously*

*Request Source: First Deputy Commissioner of Parks Peter Tartaglia*

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*Request Number: 4*

*Request Summary: "(Section 209.101(2)): PRC suggests moving responsibility for managing Washington's Headquarters from Section 209.101 to Chapter 765 to better align it with parks, recreation, and conservation functions."*

*Outcome: Approved Unanimously*

*Request Source: Chief Information Officer Marguerite Beirne*

*Request Number: 1*

*Request Summary: "DoIT Central Authority – Bullets 1 and 2 (Sec. 163.01): The proposed revision to Sec. 163.01 would formally establish DoIT as the County's central technology authority, with responsibility for planning, procuring, implementing, and managing all information systems, centralizing oversight of critical systems, cyber security, and digital infrastructure."*

*Outcome: Approved Unanimously*

*Request Source: Chief Information Officer Marguerite Beirne*

*Request Number: 2*

*Request Summary: "DoIT Collaboration – Bullet 3 (Sec. 163.01): The proposal clarifies that DoIT will act as a collaborative partner to all County departments and elected officials on technology matters, promoting consistent strategy and secure integration while recognizing the District Attorney's Office maintains its own IT staff."*

*Outcome: Approved Unanimously*

*Commission Chairman Williams spoke on adding additional dates to the calendar to ensure the Commission is moving on task with the suggestions that have been made. The March 10th meeting has been switched to March 24th, and March 31st has been added to the schedule, with additional dates forthcoming.*

*Meeting adjourned at 8:53 p.m.*

*This was approved*

## **ADJOURNMENT**

Moved by Zuckerman, seconded by Rae Long, the Committee adjourned at 8:53PM