



The City of New York
Bronx Community Board Three

1426 Boston Road, Bronx, NY 10456
 Telephone No.:(718)378-8054 ext. 140/1/2
 E-mail Address: eritter@cb.nyc.gov

DIAL	Government Services
311	& Information for NYC

Comm. Bd. Info go to: nyc.gov/bronxcb3

HON. VANESSA L. GIBSON
BRONX BOROUGH PRESIDENT

GLORIA S. ALSTON
CHAIRPERSON EMERITUS

JOETTA BROWN
CHAIRPERSON

ETTA F. RITTER
DISTRICT MANAGER

BOARD MINUTES

Date: 02/11/25
 Place: 1332 Fulton Avenue
 Time: 6:00 P.M.

Members Present

Ibrahim Ahmed
 Xiomara Arriola
 Joetta Brown
 Robert Brown
 Dawn Carter
 Edgardo Cedeno
 Joyce Diggs
 Francis D'Souza
 Michele Gantt
 Margo Grant
 Maurice Gray
 Linda Johnson
 Abraham Jones
 Diane Jones
 Victor Latimer
 Tracie Lucas-Lord
 Aubrey Mike
 Anddy Perdomo
 Amanda Reed
 Laredo Regular
 Jeannie Ruiz
 Jasmine Uribe
 D'Andra Van-Heusen Thomas
 Beautiful Winston

Congressman Ritchie Torres Office

Joanna Rivas

Bronx DA's Darcel Clarke Office

Senovia Simpson

AM Chantel Jackson's Office

Crystal Diaz

Bronx Borough President's Office

Vanessa L. Gibson

Staff Present

Etta F. Ritter
 Courtland W. Hankins, III

Members Excused

Atta Acheampong
 Kolaco Acqui
 Gilberto Constantinez
 Randy Dillard
 Wanda Ellis
 Beverly Emers
 April Jones
 Linda Kemp
 Una Lawrence
 Jacquelyn Moore-Hill
 Kathy Morris
 Paul Navarro
 Keziah Sullivan-Norman

Members Absent

Aaron Dumfeh
 Michelle Holmes
 Raymond Moya
 Bryan Wigfall

Councilmember Althea Stevens' Office

Caroline Martinez

Councilman Rafael Salamanca's Office

Rafael Salamanca

Mayor Adam's Office (CAU)

Leonardo Coello

EXECUTIVE OFFICERS

Kolaco Acqui 1 st Vice-Chairperson	Kathy Morris 2 nd Vice-Chairperson	Keziah Sullivan-Norman Secretary	D'Andra Van Heusen-Thomas Treasurer	Robert Brown Sgt.-at-Arms/Parliamentarian
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CALL TO ORDER

Ms. Joetta Brown, Chairperson of Bronx Community Board Three, called the meeting to order at 6:01 p.m.

INVOCATION

Mr. Edgar Cedeno led us in prayer.

PUBLIC HEARING

Alex Kipp, Director of Education & Engagement, New York City Conflicts of Interest Board

Topic: New York City Conflict of Interest Law Training for Community Board Members

Ms. Joetta Brown, Chairperson of Bronx Community Board Three, introduced Mr. Alex Kipp, director of Education and Engagement at the NYC Conflicts of Interest Board, to the community at-large.

Mr. Kipp shared the following information:

The New York City Conflict of Interest Law Training for Community Board members intends to separate the personal interests of board members from the Community Board's interests.

The **three D's** are a suggested rule to guide members in determining potential conflicts:

Disclose – Board members must disclose any potential conflicts of interest.

Discuss – Board members can be involved in any discussions where their position may pose a conflict.

Don't Vote – Board members are not allowed to vote on any issues where their position may pose a conflict.

If a board member uses the 3 D's more than three times in a 12-month period, that board member cannot serve as chair of the committee.

Board members may not vote on any matter that may result in a personal and direct economic gain to themselves or to any person or firm "associated" with their vote.

Mr. Kipp mentioned that the best time to seek advice regarding potential conflicts of interest is **before you take action**. The number to call is 212.442.1400

Note: The "Plain Language Guide to Chapter 68 of the City Charter for Community Board Members" can be found in the addendum section of this document.

At this time, the presentation was concluded.

Questions were entertained and answered satisfactorily.

PUBLIC SESSION

Announcements

Mr. Wali Abdun Noor, Director of South Bronx Emergency Network, Inc., emphasized the importance of Community District Three being prepared for a dire emergency. Bronx District Three must mitigate risks, plan, organize, respond, and demonstrate resilience in the event of "The Big One." Mr. Noor encouraged attendees to volunteer with the organization as Bronx District Three is one of the most vulnerable districts with respect to disasters.

The Hon. Rafael Salamanca, Councilmember of Bronx District 17, shared the following information with those in attendance:

- Encouraged community members to have an asthma action plan in place.
- Local Law 97 is a New York City law that limits greenhouse gas emissions from large buildings.
- An immigration lawyer is available in his office for those who need advice regarding immigration issues.
- His office has allocated \$100,000 to install 'sanitation cameras' that capture illegal dump-out violators to be tracked and caught

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Treasurer

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Sgt.-at-Arms/Parliamentarian

The Hon. Vanessa L. Gibson, Bronx Borough President, shared the following with those in attendance:

The State of the Borough address will be held at Lehman College, focusing on economic development, job growth, and small businesses.

- Savor the Bronx – Restaurant Week features 70 participating restaurants throughout the borough.
- The deadline for Community Board applications is March 9, 2025.
- The BP's office has allocated \$110 million for the Orchard Beach Project.
- Several housing development projects are underway, addressing the need for affordable housing, senior housing, housing for victims of domestic violence and homeless youth, and housing that serves the entire community.
- The Armory project is ongoing.
- Bally's Casino proposals at Ferry Point in Throggs Neck, within Bronx Community Board 10, are being accepted.

ELECTED OFFICIAL'S REPORTS

Councilman Rafael Salamanca's Report

Ms. Shanna Knotts, Chief of Staff, shared the following written report:

Legislation:

Our office is currently working on drafting two pieces of legislation that will increase transparency surrounding e-bikes/scooter 'corral zones,' as well as legislation that will streamline emergency response efforts within city properties. Additional information on the bills are as follows:

- In response to community complaints surrounding the placement of e-bike/scooter 'corral zones,' Council Member Salamanca is drafting legislation that would require New York City Department of Transportation to seek input from and notify community boards and local elected officials within sixty days of placing designated corral zones on city streets. These corral zones are designated areas created by DOT for bike/scooter users to place devices at the conclusion of their trips. While a step in the right direction from users indiscriminately leaving bikes/scooters in random locations, these corral zones tend to be on street corners that create tripping hazards and/or obstacles for pedestrians using crosswalks. The purpose of this bill would be to require DOT to seek critical input from local stakeholders as to what placement works best for that particular community.
- Secondly, following efforts by municipalities and school districts across the country to streamline emergency response operations in emergency situations, Council Member Salamanca is drafting legislation that would establish the creation of a digitized, uniform emergency grid mapping system for New York City properties, including, but not limited to, New York City schools, hospitals, parks and government buildings. With a uniform grid mapping system, first responders, whether they be NYPD or FDNY, would utilize the same mapping system that takes into account site-specific features and geo-oriented navigation to streamline emergency response efforts and expedite response times. Too often, emergency responders are forced to rely on outdated hard-copy blueprints that lack detailed property characteristics and/or a defined navigational compass. This bill would change that, while also providing responders with a digitized mapping system.

Both pieces of legislation are in the final stages of drafting, with formal introduction estimated to be within the next month to month and a half.

Office Operations:

- Our office operates daily (Monday – Friday) to offer a variety of constituent services. Those looking for assistance can give us a call, submit an email or visit us in person at the district office located at 1070 Southern Blvd. Bronx, NY 10459.
- Immigration attorneys are available to provide constituents with free consultation and application assistance on Monday's and Tuesday's. However, this service is offered by appointment only. For more information or to schedule a consultation please contact our office directly at (718) 402-6130.
- CM Salamanca has partnered with DSNY for the E-Cycle NYC program. This a free service where you can discard electronics that you no longer need, want or utilize. They can be dropped off to our district office weekly from Wednesday – Friday between the hours of 10am – 3pm. A variety of electronics will be accepted, that don't include household items such as vacuums, microwaves, batteries, light bulbs or ballasts. Please refer to the flier with full details. This opportunity will remain available to community members, and residents for the next few months.

Upcoming Events:

- On Wednesday, March 19th from 6:00pm – 9:00pm, CM Salamanca will host his annual Women of Distinction event at Bronx Zoo's Schiff Hall 2300 Southern Blvd. Bronx, NY. RSVP's are required to attend. The following link can be copied and pasted into a browser, and it will take you directly to the registration form: <https://forms.gle/2qRZiLDwT2bQdgT26> *Flyer Attached*

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- On Thursday, April 10th from 10am – 1pm, CM Salamanca will be hosting his annual Heroes Recognition Breakfast at New York Botanical Garden 2950 Southern Bronx, NY. RSVP's will be required to attend. *Flyer in progress*

How to connect with Team Salamanca:

We strongly encourage interested parties to follow us on one of our social media platforms. This is to help individuals stay informed about legislation, upcoming events and other pivotal information.

- Facebook: Facebook.com/CMSalamanca

- X (Twitter): @CMSalamancaJr

- Instagram: @cmsalamancajr_d17

Assemblymember Chantel Jackson's Report

Ms. Crystal Diaz, Director of Constituent Services, shared time-sensitive information along with the following written report:

LEGISLATION

This year marks AM Jackson's fifth legislative session. She will serve as an active voting member of the Banks Committee, Cities Committee, Education Committee, Housing Committee, Mental Health Committee, and Small Business Committee.

For the 2025-26 legislative session, AM Jackson plans to advocate for increased state budget funding in critical areas, including but not limited to health, mental health, housing, education, entrepreneurship, public safety, and support for women and children. Additionally, she plans to reintroduce 60 bills while introducing new legislation addressing issues such as sickle cell disease, hospital pricing, guardianship, child support, placenta rights, IDs, warrants, implicit bias training, and more.

Priority Legislation

AM Jackson's Existing Bills:

1. A302: Stops corrections employees from mistreating inmates or coworkers; those who do may face discipline or even lose their jobs.
2. A336: Starts a trial program to test body cameras for certain correction officers.
3. A3971 (bill # pending): Allows inmates to learn how to install solar hot water systems, providing vocational training while improving hot water access in prisons.
4. A9961A (bill # pending): Ensures certified peer support advocates with a history of incarceration are allowed into prisons to help with substance use treatment and transition programs.

Bills Sponsored By Other Members:

1. A1321/S1305 (AM Rajkumar and Senator Comrie): Grants property owners access to neighboring properties for necessary repairs or improvements under certain conditions.
2. A1980/S901 (AM Walker and Senator Brisport): Requires child protective services to provide verbal and written disclosure of rights to individuals under investigation.
3. A2144/S5078 (AM Cunningham and Senator Cleare): Establishes a commission to develop school curricula highlighting African American history and achievements.
4. Community Housing Improvement Program (CHIPs) bill: Establishes rules for rental units that have been occupied for ten years or more and are now vacant after being restored. When such a unit becomes available, the landlord can set a new rent with the first new tenant after making improvements. However, the new rent cannot exceed the limits set by the local Section 8 housing program.

OFFICE UPDATES

Our district office offers free notary services Monday through Wednesday and Friday from 1:00 a.m. to 5:00 p.m.

Sign-up Form: https://docs.google.com/forms/d/e/1FAIpQLScX-SJA7K0i1wRGZ681Pw18XKUncr3feJwO-G7eE_d6k1o6sdw/viewform?usp=sf_link

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RESOURCES/INITIATIVES

Spanish-Speaking Volunteers Needed!

We're looking for **Spanish-speaking volunteers** to support our team. If you or someone you know is interested, please email diazc@nyassembly.gov and district79@nyassembly.gov to learn more.

Share Your Voice!

We're accepting **opinion pieces, poems, and short stories** for our newsletter! If you'd like to be featured, submit your writing as a **Word document** to johnsons@nyassembly.gov.

Community Feedback Survey – Your Voice Matters!

Our community feedback survey is now live! Share your ideas on how to improve the district by visiting **Assembly Member Chantel Jackson's website**. Simply **Google "Assembly Member Chantel Jackson"** and find the survey on her main page.

AM WEBSITE

You can find the website by googling Assembly Member Chantel Jackson; the survey is on her main page.

<https://nyassembly.gov/mem/Chantel-Jackson>

NEWSLETTER SIGN-UP

Subscribe to our newsletter using the link in AM Jackson's Instagram bio

<https://state.us4.list-manage.com/subscribe?u=5491220e529623bf71e8742b3&id=cfa8de078e>

OFFICE CONTACT INFORMATION

Assembly Member Chantel Jackson
780 Concourse Village West Ground FL
Professional Bronx NY 10451
718-538-3829

Constituent matters: District79@nyassembly.gov

Scheduling requests: schedulingbx79@gmail.com

AM JACKSON STAFF

Sabriena Campbell
Chief of Staff
campbellhunters@nyassembly.gov

Sade Johnson
Scheduler & Communications Director
johnsons@nyassembly.gov

Crystal Diaz
Constituent Services Director
diazc@nyassembly.gov
347-234-5597

Dorcia Williams
Legislative Director
williamsd@nyassembly.gov

Natasha Edwards
Legislative Director
edwardsn@nyassembly.gov

Bronx District Attorney Darcel Clark's Report

Ms. Senovia Simpson, Community Engagement Coordinator, Bronx DA's Office, provided the following written report:

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Upcoming Events:

- Save the Date: BXDA Youth Summit on Saturday, May 17, 2025.
- BXDA Women's Re-entry Employment Resource Fair Tuesday, March 25, 2025!
- Felony Trial Training Program

Are you interested in becoming a Mock Juror? The Bronx District Attorney's Office is seeking volunteers for the upcoming Felony Trial Training Program on Tuesday, February 25, 2025, from 9 AM to 5 PM.

This program helps train Assistant District Attorneys in handling felony cases, ensuring they are well-prepared to serve the Bronx community effectively.

If you're interested, please **scan the QR code below**, to complete the questionnaire and secure your spot. Feel free to share with your networks!

FELONY TRIAL TRAINING PROGRAM

Tuesday, February 25th, 2025 - 9am to 5pm

Have you ever wanted to participate in a Mock Trial Program?
On Tuesday, February 25th, 2025 Join us as a volunteer Mock-
Juror for the day.

Breakfast and lunch will be provided!

PLEASE SCAN THE QR CODE TO REGISTER OR CLICK THE LINK,
18+ ONLY



Any questions contact: Community Engagement (718) 838-7649 or ceu@bronxda.nyc.gov

Congressman Ritchie Torres' Report

Ms. Joanna Rivas, Constituent Services Liaison for Congressman Ritchie Torres, provided the following written report:

Our office has been busy since the start of the Trump Administration, closely tracking and responding to Executive Orders that affect our community. This past Sunday, we held a virtual town hall to address the most common questions we've received recently. We'll continue hosting these sessions, and I'll share the details of the next one with the Board. You can also subscribe to our newsletter on our website for updates. If any order has directly impacted you, please reach out to me after the meeting or call our office, and we'll do our best to help.

Switching gears, in the district, Congressman Torres has called attention to the mismanagement of our State Early Intervention program. Early Intervention helps children with disabilities receive services. NY ranks 50th in the nation for Early Intervention with 10,000 kids with disabilities on the waiting list. We are hoping our advocacy will lead to necessary changes to help our children.

Yesterday, Rep. Torres led a press conference opposing Con Edison's proposed rate hikes. He was joined by local residents struggling with high Con Edison bills that make it harder for them to cover everyday expenses. Rep. Torres has been raising concerns about Con Edison's unfair charges to Bronx residents and released an investigative report on the issue last year.

Our office is open to Constituent Services, and we can assist with any federal issues you may have. Amongst them being Social Security, Immigration, Passports, and issues with the IRS. If you have any issues, concerns, or comments, please feel free to contact our office at 718-503-9610 to schedule an appointment.

NYC Mayor 's Community Affairs Unit

Mr. Leonardo Coello, Bronx Borough Director, NYC Mayor's Community Affairs Unit, did not provide a written report.

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Mr. Coello mentioned that this will be his last meeting as the Bronx Borough Director for the NYC Mayor's Community Affairs Unit. Mr. Coello has accepted a position in another NYC agency.

Bronx Community Board Three thanks Mr. Coello for his years of service in the district and wished him well in his new position.

Councilmember Althea Stevens' Report

Lisne Bautista, Scheduler, Councilmember Althea Stevens' Office, provided the following written report:

Legislative Updates

1. Intro 996 - This bill was voted on by the full council into law. It requires the Commissioner of Health and Mental Hygiene to offer public middle and high school students peer-based mental health literacy training. The training would include instruction on identifying common signs and symptoms of mental health and substance use challenges, interacting with peers experiencing mental health distress, and locating and accessing mental health resources. Additionally, the bill would require the Commissioner, in coordination with the Chancellor of New York City Public Schools, to submit a report on this training to the Mayor and Speaker of the Council and post this report online. Finally, the Department of Education would have to distribute informational materials concerning the availability of this training to public middle and high schools each academic year for distribution to students.
2. Intro 1177 - This legislation requires sodium and added sugar warnings in all restaurants. (HAS NOT BEEN VOTED YET BY THE FULL COUNCIL)

Community Updates:

1. Senior Support Squad - Seniors who are members of Council Member Stevens Senior Advisory Board volunteer to support D16 office events and are looking for seniors to join their squad.

Upcoming Events:

1. Silent Disco 2/27/25 3-6PM at Wendell Foster Recreation Center
2. Financial Literacy 2/27/25 6:30PM Hybrid Workshop
3. Black History Month Poetry 2/20/25
4. Black Girl Magic Chambers Event 2/13/25 - City Hall Chambers
5. Committee on Children & Youth - oversight on evaluating New York City's Foster Care System. 2/20/25

District 16 In-Office Services:

Service Agency	Frequency
CUNY Citizenship Now	Every Monday
NAICA	By referral
Department of Buildings	By referral
Choice (Medicaid assistance)	By referral
CUNY Law	First Tuesday of every month
SNAP	Request referral from our office

For anyone who would like to sign up for Council Member Althea Stevens E-Newsletter - Follow this link : <https://lp.constantcontactpages.com/su/2PxkaUc>

Join Our District 16 Advisory Councils

Council	Health & Wellness	Tenant Block & Neighborhood	Youth	Seniors	Multicultural
Date:	January 16th	January 21st	January 27th	January 30th	February 6th
Time:	5:30pm	6:00pm	4:30pm	2:00pm	5:30pm

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Constituent Service Hours:

Mondays & Wednesdays (9am -5pm)	Tuesdays & Thursdays (9am -5pm)	Fridays (9am - 5pm)
No Walk-Ins Appointment Only!	Walk-Ins & Follow Up Appointments	*Fridays are administration days, no walk-ins or appointments will be accepted. *

How to make an appointment:

Email: District16@council.nyc.gov or Call: (718) 588-7500

Make sure to include:

- Full name
- Address
- Contact information
- Description of case

Councilmember Rafael Salamanca's Report

Ms. Shana Knotts, Chief of Staff, Councilmember Rafael Salamanca's Office, shared the following written report:

Legislation:

No legislative updates at this time.

Office Operations:

- Our office remains open and fully operational to offer various constituent services. Those looking for assistance can give us a call, submit an email, or visit us in person at the district office.
- We also have an immigration attorney to provide constituents with free consultation and application assistance. However, this service is offered by appointment only. For more information or to schedule an appointment, please contact our office directly.
- CM Salamanca has partnered with DSNY for the E-Cycle NYC program. This is a free service where you can discard electronics that you no longer need, want, or utilize. They can be dropped off at our district office weekly from Wednesday – Friday between 10 am – 3 pm. A variety of electronics will be accepted, excluding household items such as vacuums, microwaves, batteries, light bulbs, or ballasts. Please refer to the flyer for complete details. This opportunity will be available to community members and residents for the next few months.

Upcoming Events:

- On Thursday, February 27th, from 6 pm – 9 pm, CM Salamanca will host his annual Black History Month Celebration at Bronx Zoo's Schiff Hall, 2300 Southern Blvd. Bronx, NY 10460. RSVP's will be required to attend and can be submitted by utilizing the following link: <https://forms.gle/NVfGSvrfztZTASom8>

How to connect with Team Salamanca

We strongly encourage interested parties to follow us on one of our social media platforms. This is to help individuals stay informed and updated about legislation, upcoming events, and other pivotal information.

- Facebook: [Facebook.com/CMSalamanca](https://www.facebook.com/CMSalamanca)

- X (Twitter): [@CMSalamancaJr](https://twitter.com/CMSalamancaJr)

- Instagram: [@cmsalamancajr_d17](https://www.instagram.com/cmsalamancajr_d17)

ROLL CALL

EXECUTIVE OFFICERS

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Sgt.-at-Arms/Parliamentarian

Mr. Courtland Hankins, Community Coordinator of Bronx Community Board Three, called the roll, and a quorum was established.

APPROVAL OF MEMBER REQUESTING TO BE EXCUSED

The following members requested to be excused:

Atta Acheampong
Kolaco Acqui
Gilberto Constantinez
Randy Dillard
Wanda Ellis
Beverly Emers
April Jones
Linda Kemp
Una Lawrence
Jacquelyn Moore-Hill
Kathy Morris
Paul Navarro
Keziah Sullivan-Norman

MOTION

It was motioned by Beautiful Winston and seconded by Anddy Perdomo to excuse the following members:

Atta Acheampong
Kolaco Acqui
Gilberto Constantinez
Randy Dillard
Wanda Ellis
Beverly Emers
April Jones
Linda Kemp
Una Lawrence
Jacquelyn Moore-Hill
Kathy Morris
Paul Navarro
Keziah Sullivan-Norman

ALL IN FAVOR

MOTION CARRIED

APPROVAL OF MINUTES

It was motioned by Victor Latimer and seconded by Dawn Carter to approve the minutes dated January 13, 2025, with any necessary corrections.

ALL IN FAVOR

MOTION CARRIED

AMENDMENT TO THE AGENDA

There were no amendments to the agenda.

CHAIRPERSON'S REPORT

Ms. Joetta Brown delivered a verbal report urging all community members to call 311 to report any municipal services issues within the district. Ms. Brown also requested that community members refer the local youth to the job fairs that Bronx Community Board Three shares through social media and the email listserv.

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DISTRICT MANAGER'S REPORT

Ms. Etta Ritter, District Manager of Bronx Community Board Three, provided a written report which represents a summary of issues of importance affecting Bronx Community District Three for the period covering January 15th to the present:

NYC Bronx Borough President's Office

Community Board applications are now available to those vibrant and passionate individuals in our community to be a VOICE FOR CHANGE! The deadline is Saturday, March 29, 2025.

NYC Department of Finance – Office of the Taxpayer Advocate

The 2025 Notice of Property Value (NOPV) session will occur on Thursday, February 27th at the Bronx Borough Hall at 851 Grand Concourse, from 5:00 pm-8:00 pm.

WHEDco

A Business & Worker Cooperative Resource Fair will be held on Wednesday, February 19, 2025, from 8:30 am to 12:30 pm. Breakfast & Lunch will be provided. This FREE event will occur at 438 East 163rd Street (Bronx Music Hall). Additionally, interpretation services will be available.

Update-Cross Bronx Plaza Mall 961 East 174th Street

Bronx Community Board Three has been notified that Holland & Knight, representing RSHS Realty, LLC, the owner of three warehouse buildings located at 1817 Boone Avenue, 1801 Boone Avenue, and 1769 Boone Avenue, has sent a letter to Cross Bronx Plaza (CBP), formerly known as the New Horizon Shopping Mall, located at 1764 Vyse Avenue (also referred to as 961 East 174th Street).

The letter demands that CBP take immediate action to clean up debris and refuse that has been dumped in the alley and on the properties and roofs owned by RSHS Realty. RSHS Realty has received violations because inspectors mistakenly believed that the alley was owned by them. However, surveys clearly indicate that the alley is owned by CBP.

Consequently, CBP is cleaning the alley and reimbursing RSHS for expenses related to roof repairs, as well as damage to property and equipment.

NYS Office of Cannabis Management

Complaints related to unlicensed cannabis shops and to check the legality of shops operating within Community District Three. It is important that you have a physical address not cross streets ie: 1452 Bronxwood Lane when you are verifying a shop or reporting an unlicensed business. To report illegal cannabis dispensaries please file a complaint at complaints@ocm.ny.gov

Feel free to check out the NYS Office of Cannabis Management website <https://cannabis.ny.gov/>

To verify a shop's legality please click on URL link: <https://cannabis.ny.gov/dispensary-location-verification>

To report illegal cannabis dispensaries please file a complaint at complaints@ocm.ny.gov or Call 311 or 212-NEW-YORK (212-639-9675) for assistance.

Report an incident <https://cannabis.ny.gov/report-an-incident>

If you witness the illegal sale of cannabis products on the streets, please report it to Bronx Community Board Three. Include the exact location and hours of operation. Do not engage with the seller. Photos are encouraged but not required.

BENEDICTION

Mr. Abraham Jones led us in prayer.

ADJOURNMENT

The meeting was adjourned at 8:03 p.m.

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NEW YORK CITY
CONFLICTS OF
INTEREST BOARD

Plain Language Guide to Chapter 68 of the City Charter for Community Board Members

“Public service is a public trust.”

As a community board member, you are a public servant subject to the City’s conflicts of interest law, and you have the responsibility to serve your community in a way that promotes public confidence in governmental process and decision-making.

Conflicts of interest may arise when your community board service intersects with your private employment, property interests, volunteer work, or the financial interests of your close family members and business associates.

This plain language guide to the conflicts of interest law is intended to help you navigate some common issues that may arise during your community board service. This guide, however, is not intended to replace the language of the City Charter and the Board Rules. Please **call the Board at (212) 442-1400** and press “2” to speak with the Attorney of the Day to obtain confidential advice about whether your proposed actions comply with the conflicts of interest law. You can also reach a Board attorney by email at: aod@coib.nyc.gov.

VOTING

As a community board member, you will vote on matters before the committees on which you sit or before the entire community board. Before casting your vote, consider these important conflicts of interest rules:

- You may not vote on any matter that may result in a personal and direct economic gain to yourself or to any person or firm “associated” with you.² Your associated persons and firms include:
 - ◊ close family members (specifically, your spouse or domestic partner and any parent, child, or sibling);

¹ [Charter Section §2600](#).

² [Board Rules § 1-15\(a\)](#).

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- ◊ your private employer (both the entity and any individual who may hire or terminate you, assign work to you, approve your leave, or evaluate your performance);
 - ◊ if you work for a not-for-profit organization, any person who or firm that donates at least 10% of your organization’s operating budget;
 - ◊ any not-for-profit organization where you serve as a board member;
 - ◊ any firm in which you have an ownership interest; and
 - ◊ any other person or firm with whom or which you have a business or financial relationship.³
- If you work for the City, or for any other governmental or quasi-governmental entity (such as a public authority or a local development corporation), you may not vote on any matter involving that entity.⁴

Even if the conflicts of interest law prohibits you from voting on a particular community board action, you may participate in the discussion as a community board member, but you must first disclose your private interest at the meeting.⁵

Voting: Examples

Example 1: You own an apartment building located within a neighborhood-wide rezoning project and is one building of thousands that will be subject to the new rezoning rules. Although your building will be affected by the rezoning, any effect will not be personal to yourself or your building but will be applied equally to the thousands of buildings within the rezoning area. Thus, you **may vote** on the rezoning.

Example 2: Your sister owns an apartment in a co-op that has applied for a special permit pursuant to the Uniform Land Use Review Procedure (“ULURP”). You **may not vote** on the permit because your sister, as a shareholder of the co-op, is the applicant. You may participate in discussion after disclosing your private interest.

Example 3: You own a restaurant within your community district. Your restaurant has applied for a renewal of its liquor license. You **may not vote** on the renewal of your restaurant’s liquor license. You may participate in discussion after disclosing your private interest.

Example 4: You own a restaurant within your community district. A restaurant down the block from yours has applied for a renewal of its liquor license. You **may vote** on the renewal of the other restaurant’s liquor license because any impact on your private interests is speculative and indirect.

³ [City Charter § 2601\(5\)](#) and Board [Rules § 1-15\(a\)\(3\)](#).

⁴ [Board Rules § 1-15\(b\)\(2\)](#).

⁵ [Board Rules §§ 1-15\(a\)](#) and [1-15\(b\)\(3\)](#).

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Example 5: You are a board member of a not-for-profit organization dedicated to composting in New York City. Your community board is considering a resolution to call on the New York City Department of Sanitation to develop curbside composting in your district. You **may vote** on the resolution, even if the organization has taken a policy position on the resolution.

Example 6: You are a Planner for the New York City Department of Transportation (“DOT”). DOT seeks a resolution from your community board supporting its plan to install a bike lane in your district. You **may not vote** on the resolution. You may participate in discussion after disclosing your employment with DOT.

A final note on voting and recusals: These rules are not intended to affect a community board’s quorum requirements or how the community board counts votes of members entitled to vote. Those requirements are laid out elsewhere in the City Charter.

Chairing Community Board Meetings and Committees

You may be appointed to serve on a committee or subcommittee at your community board. You can serve on any committee to which you are appointed, but there are several rules to consider before you chair a community board meeting, committee, or subcommittee:

- You may not chair any specific meeting of the community board, committee, or subcommittee at which it is considering any matter particularly affecting your private employer, financial interest, or other private interest.⁶
- You may not serve as the chair of any community board committee or subcommittee that reviews matters particularly affecting your private employer, financial interest, or other private interest, including the interest of a person or firm “associated” with you, three or more times over a twelve-month period.⁷
- In addition, if you are employed by a government or quasi-government entity, you may not chair any community board committee or subcommittee that has jurisdiction over matters within the entity’s responsibilities.⁸

⁶ Board Rules §§ 1-15(c)(1)(i) and (c)(2)(i).

⁷ Board Rules §§ 1-15(c)(1)(ii) and (iii).

⁸ Board Rules § 1-15(c)(2).

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General Conflicts of Interest Provisions

The City's conflicts of interest law contains several provisions that apply to all public servants, including community board members:

- You may not use community board resources—including your community board email account, social media, computer, telephone, letterhead, vehicle, equipment, supplies, and personnel—for any non-City purpose, including your personal, business-related, or political activities.⁹
- You may not have an interest in a firm that does business with your community board, such as by contracting with or providing services to your community board.¹⁰
- You may not use or appear to use your position as a community board member to obtain a benefit—such as a gift, other financial gain, contract, license, or privilege—for yourself or for any “associated” person or firm.¹¹
- You may not use or disclose confidential information obtained as part of your community board service.¹²
- You may not accept a “valuable gift,” defined as a gift or series of gifts worth \$50 or more over any twelve-month period, given to you as a community board member.¹³
- You may not represent your employer, any private clients, or other private interests in a presentation before your community board.¹⁴
- You may not appear as attorney or counsel against the interests of the City in any litigation to which your community board is a party.¹⁵
- You may not ask a staff member of your community board to volunteer, donate to, or otherwise participate in any political campaign.¹⁶
- You may not enter into a business or financial relationship with a staff member of your community board. Some types of prohibited business or financial relationships between a community board member and a community board staff member include:

⁹ [City Charter § 2604\(b\)\(2\)](#) and [Board Rules § 1-13\(b\)](#).

¹⁰ [City Charter § 2604\(a\)\(1\)\(a\)](#).

¹¹ [City Charter § 2604\(b\)\(3\)](#).

¹² [City Charter § 2604\(b\)\(4\)](#).

¹³ [City Charter §§ 2604\(b\)\(3\)](#) and [2604\(b\)\(5\)](#).

¹⁴ [City Charter § 2604\(b\)\(6\)](#) and [Board Rules § 1-15\(b\)\(1\)](#).

¹⁵ [City Charter § 2604\(b\)\(7\)](#).

¹⁶ [City Charter §§ 2604\(b\)\(9\)](#) and [\(b\)\(11\)](#).

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- ◇ employment or other similar relationship (such as attorney-client or agent-principal);
- ◇ a loan or loans totaling \$25 or more;
- ◇ purchase or sale of property valued at \$25 or more;
- ◇ shared ownership of property, including in a cooperative apartment building with fewer than six units;
- ◇ cohabitation;
- ◇ the payment of each other's recurring expenses, such as rent or payments for a vehicle.¹⁷

This material is intended as a general guide. It is not intended to replace the text of the law (City Charter § 2604). For more information or to obtain answers to specific questions, you may write or call the Board.

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¹⁷ **[City Charter §§ 2604\(b\)\(14\)](#) and [Board Rules § 1-10](#).**

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