



THE CITY OF NEW YORK MANHATTAN COMMUNITY BOARD 3

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Andrea Gordillo, Board Chair

Susan Stetzer, District Manager

March 2026 Vote Sheet

Executive Committee

no votes necessary

SLA Licensing & Outdoor Dining Committee

1. Approval of previous month's minutes approved by committee

Alterations

2. Bar Oliver (All Day Food LLC), 1 Oliver St (wb/alt: license additional bar lower level) (restaurant) withdrawn
3. Bar Revival (Pilgrim Souls LLC), 161 Ludlow St (op/method of operation: extend closing hours to 3am all days and add DJ)

**VOTE: TITLE: Community Board 3 Recommendation To Deny Unless Stipulations Agreed To—
Stipulations Attached**

WHEREAS, Pilgrim Souls, LLC doing business as "Revival", is proposing a method of operation change to extend their hours to 3AM all days, and add DJs in the premises located at 161 Ludlow Street between Stanton Street and E. Houston Street, New York, New York; and

WHEREAS, applicant is an establishment with up to 150 people, 19 tables and 52 seats, including one (1) 18 foot bar with 11 seats, and a second 6 foot bar with two seats, a full kitchen and food preparation area serving food during all hours of operation, no TVs, small speakers playing ambient background music; and

WHEREAS, there are 41 full on-premises liquor licenses within 500 feet per the SLA LAMP map; and

WHEREAS, applicant opened this establishment at this location in February Of 2025, previously this location sited a bar/tavern called "Thief LES", that held a full op liquor license and closed at 2 a.m. (all days). Prior to that it was No Fun, which was a problem for the neighborhood; and

WHEREAS, the principals of 'Pilgrim Soul, LLC', have worked in food/restaurant/hospitality business in New York City and Hoboken for over 10 years; principal Darragh McConnon has been the owner/operator of "Dear Maud" in Hoboken, NJ, for over three years; and

WHEREAS, there was one (1) commercial 311 noise complaint at this location with NYPD action necessary since 2024, when they opened this location;

WHEREAS, 53 residents who live within two blocks of the location, including 15 from the building signed a petition in favor of the application;

WHEREAS, three residents appeared and spoke in support of this application, including a tenant that lives directly above and

THEREFORE, BE IT RESOLVED that Community Board 3 recommends the denial of the alteration for Pilgrim Souls, LLC, for the premises located at 161 Ludlow Street, New York, New York, unless the applicant agrees to the following signed notarized stipulations that

- 1) it will operate as a bar/tavern, with American food served at all hours of operation,
- 2) its hours of operation will be opening no later than 12PM and closing by 3 A.M. All days;
- 3) it will not use outdoor space for commercial use,
- 4) it will close any front or rear facade doors and windows at 10:00 P.M. every night or when amplified sound is playing, including but not limited to DJs, live music and live non-musical performances, or during unamplified live performances or televised sports,
- 5) it will play ambient background music only, consisting of recorded music and DJs at background level, DJs will be an employee, not an external DJ or promoted that will curate the music through the existing sound system, there will not be a booth or table set up,

- and will not have live music, promoted events, scheduled performances, dancing, or any event at which a cover fee will be charged,
- 6) it will not apply for any alteration in its method of operation or for any physical alterations without first appearing before Community Board 3,
 - 7) it will not host pub crawls or party buses,
 - 8) it will not have unlimited drink specials, including boozy brunches, with food,
 - 9) it may have "happy hours" until 7P.M. each night,
 - 10) it will ensure that there are no wait lines outside and will designate an employee for ensuring no loitering, noise or crowds outside,
 - 11) it will conspicuously post this stipulation form beside its liquor license inside of its business, and
 - 12) it will provide a telephone number for residents to call with complaints and immediately address any resident complaints.

New Liquor License Applications

4. Cafe Cleo Holdings LLC, 1 E B'way (wb) (restaurant)

**VOTE: TITLE: Community Board 3 Recommendation To Deny Unless Stipulations Agreed To—
Stipulations Attached**

WHEREAS, Cafe Cleo Holdings, LLC, doing business as "Cavalier", is seeking a wine, beer & cider liquor license, in the premises located at 1 E Broadway, between Catherine Street and Oliver Street, New York, New York; and

WHEREAS, this is an application for an establishment with up to 45 people, 14 tables and 42 seats with a stand-up bar, a full kitchen and food preparation area, serving food during all hours of operation, no televisions, and small speakers playing music at background volume level; and,

WHEREAS, there are 4 full on-premises liquor licenses within 500 feet per the SLA LAMP map; and,

WHEREAS, this is a previously unlicensed location, a boba tea shop was the previous tenant, prior to that it was a Chinese restaurant with a license; and

WHEREAS, applicant group has experiencing owning and operating several establishments in New York City and Long Island, including "The River" located within CD 3 (102 Bayard Street), which currently holds an on-premises liquor license; and,

WHEREAS, 17 residents who live within two blocks of the location signed a petition in favor of the application;

WHEREAS, a resident and member of the SPACE Block Association, spoke in opposition to the 2AM closing hours and the 5PM opening hours aren't really serving the neighborhood, and

THEREFORE, BE IT RESOLVED that Community Board 3 recommends the denial of the application for a wine, beer & cider liquor license for Cafe Cleo Holdings, LLC, for the premises located at 1 E Broadway, New York, New York, unless the applicant agrees to the following signed notarized stipulations that

- 1) it will operate as a Mediterranean Restaurant, with a full kitchen and food preparation area serving food during all hours of operation,
- 2) its hours of operation will be opening no later than 5PM (All days) and closing by 12AM (Sunday-Wednesday) and 2AM (Thursday-Saturday) ,
- 3) it will not use outdoor space for commercial use,
- 4) it will have a closed fixed façade with no open doors or windows except my entrance door will close by 10:00 P.M. or when amplified sound is playing, including but not limited to DJs, live music and live nonmusical performances, or during unamplified live performances or televised sports,
- 5) it will play ambient background music only, consisting of recorded music, and will not have live music, DJs, promoted events, scheduled performances, dancing, or any event at which a cover fee will be charged,
- 6) it will not apply for any alteration in its method of operation or for any physical alterations without first appearing before Community Board 3,
- 7) it will not host pub crawls or party buses,
- 8) it will not have unlimited drink specials, including boozy brunches, with food,
- 9) it will not have "happy hours,"

- 10) it will ensure that there are no wait lines outside and will designate an employee for ensuring no loitering, noise or crowds outside,
- 11) it will conspicuously post this stipulation form beside its liquor license inside of its business, and
- 12) it will provide a telephone number for residents to call with complaints and immediately address any resident complaints.

5. Retrography LLC, 15 Essex St (wb) (bar/tavern)

**VOTE: TITLE: Community Board 3 Recommendation To Deny Unless Stipulations Agreed To—
Stipulations Attached**

WHEREAS, Retrography LLC , is seeking (a full on-premises liquor) license, in the premises located at 15 Essex St, between Canal Street and Hester Street, New York, New York; and

WHEREAS, this is an application for an establishment with of 25 people, 7 tables and 14 seats with no bar, cafe serving soft drinks with dessert and bakery, cold sandwiches with a prep area, serving food during 10:00AM-11:30PM, SUNDAY-SATURDAY NO TELEVISIONS, Streaming music; and

WHEREAS, there are 21 full on-premises liquor licenses within 500 feet per the SLA LAMP map; and (only for full liquor and if there are more than 3 full op licenses). This info comes from questionnaire

WHEREAS, previously unlicensed location; and

WHEREAS, the applicant has never previously been a license holder;

WHEREAS, since 2020, there were two (2) commercial noise 311 complaints where police action was necessary; and one (1) pandemic-era social distancing complaint.

WHEREAS, 10 residents who live within two blocks of the location signed a petition in favor of the application; and

THEREFORE, BE IT RESOLVED that Community Board 3 recommends the denial of the application for a full on-premises liquor license for Retrography LLC, for the premises located at 15 Essex St, New York, New York, unless the applicant agrees to the following signed notarized stipulations that

- 1) it will operate as a bar/tavern, with cafe serving soft drinks with dessert and bakery, cold sandwiches 10:00am-12:00 AM all days, with a prep area serving food during all hours,
- 2) its hours of operation will be opening no later than 10:00 A.M. and closing by 12:00 A.M ALL DAYS,
- 3) it will not use outdoor space for commercial use OR it will close all outdoor dining allowed under the Dining out NYC program and any other outdoor uses by 10:00 P.M. all days and not have any speakers or TV monitors,
- 4) it will close any front or rear facade doors and windows at 10:00 P.M. every night or when amplified sound is playing, including but not limited to DJs, live music and live non-musical performances, or during unamplified live performances or televised sports AND it will have a closed fixed façade with no open doors or windows except my entrance door will close by 10:00 P.M. or when amplified sound is playing, including but not limited to DJs, live music and live nonmusical performances, or during unamplified live performances or televised sports,
- 5) it will play ambient background music only, consisting of recorded music, and will not have live music, OR live music, at background level, OR entertainment level, DJs, promoted events, scheduled performances, dancing, or any event at which a cover fee will be charged, and may have up to four private parties per year,
- 6) it will not apply for any alteration in its method of operation or for any physical alterations without first appearing before Community Board 3,
- 7) it will not host pub crawls or party buses,
- 8) it will not have unlimited drink specials, including boozy brunches, with food,
- 9) it will not have "happy hours,"
- 10) it will not have wait lines and will designate an employee for ensuring no loitering, noise or crowds outside,
- 11) it will conspicuously post this stipulation form beside its liquor license inside of its business, and

12) it will provide a telephone number for residents to call with complaints and immediately address any resident complaints.

6. Fomo Momo (Nomo Fomo LLC), 85 1st Ave (Front A) (wb) (restaurant)

**VOTE: TITLE: Community Board 3 Recommendation To Deny Unless Stipulations Agreed To—
Stipulations Attached**

WHEREAS, Nomo Fomo LLC, doing business as Fomo Momo, is seeking a Beer, Wine, and Cider license, in the premises located at 85 First Avenue, between 5th and 6th Streets, New York, New York; and

WHEREAS, this is an application for an establishment with of 4 tables and 11 seats with No bar, Quick Service restaurant served from a full kitchen, serving food during all hours of operation 3 TVs that will be used as a menu, and streamed background level music; and

WHEREAS, there are 39 full on-premises liquor licenses within 500 feet per the SLA LAMP map; and

WHEREAS, the location is currently operating as a fast casual restaurant operated by the applicant; and

WHEREAS, 5 residents who live within two blocks of the location signed a petition in favor of the application; and

THEREFORE, BE IT RESOLVED that Community Board 3 recommends the denial of the application for a full on-premises liquor license for CORPORATION NAME, for the premises located at 85 First Avenue, New York, New York, unless the applicant agrees to the following signed notarized stipulations that

- 1) it will operate as a Quick service Indian restaurant, with Full kitchen serving food at all hours,
- 2) its hours of operation will be opening no later than 1:00 P.M. and closing by 11:00 PM Sunday-Thursday and 1:00 P.M. and closing by 1:00 A.M. Friday and Saturday, closed Mondays,
- 3) it will not use outdoor space for commercial use,
- 4) it will close any front or rear facade doors and windows at 10:00 P.M. every night or when amplified sound is playing, including but not limited to DJs, live music and live non-musical performances, or during unamplified live performances or televised sports,
- 5) it will play ambient background music only, consisting of recorded music, and will not have live music, DJs, promoted events, scheduled performances or any event at which a cover fee will be charged,
- 6) it will not apply for any alteration in its method of operation or for any physical alterations without first appearing before Community Board 3,
- 7) it will not host pub crawls or party buses,
- 8) it will not have unlimited drink specials, including boozy brunches, with food,
- 9) it will not have "happy hours,"
- 10) it will ensure that there are no wait lines outside and will designate an employee for ensuring no loitering, noise or crowds outside,
- 11) it will conspicuously post this stipulation form beside its liquor license inside of its business, and
- 12) it will provide a telephone number for residents to call with complaints and immediately address any resident complaints.

7. 88 2nd Ave Buenavista Restaurant & Bar LLC, 88 2nd Ave (op) (restaurant)

**VOTE: TITLE: Community Board 3 Recommendation To Deny Unless Stipulations Agreed To—
Stipulations Attached**

WHEREAS, Buenavista Restaurant and Bar LLC doing business as Buenavista Restaurant and Bar, is seeking a full on-premises liquor license, in the premises located at 88 2nd Avenue, between 5th and 6th Streets, New York, New York; and

WHEREAS, this is an application for an establishment with of 48 (17) seventeen tables and (46) forty-six seats and (1) one stand up bar with 6 seats, and a full kitchen serving food during all hours of operation. There will be no TV's and streamed music will be played from small speakers; and

WHEREAS, there are 26 full on-premises liquor licenses within 500 feet per the SLA LAMP map; and

WHEREAS, the applicant was licensed previously at AMC 35th Street Food Corp and CAA 536 9th Avenue Corp located on 240 West 35th St and 536 9th Avenue, respectively; and

WHEREAS, since 2020 there were six (6) 311 complaints related to outdoor dining (blocked sidewalk, abandoned shed) in which enforcement action was necessary; there were (2) pandemic related social distancing complaints; and there were (2) two commercial noise complaints in which police action was necessary; and

WHEREAS, a resident that lives above the location had concerns about the noise and crowds, and a resident spoke with concerns about the availability of the applicant to respond to issues,

WHEREAS, (7) Seven residents who live within two blocks of the location signed a petition in favor of the application; and

THEREFORE, BE IT RESOLVED that Community Board 3 recommends the denial of the application for a full on-premises liquor license for Buenavista Restaurant and Bar LLC, for the premises located at 88 2nd Avenue, New York, New York, unless the applicant agrees to the following signed notarized stipulations that

- 1) it will operate as a restaurant, serving Latin American food within all hours of operation,
- 2) its hours of operation will be opening no later than 10:00 A.M and closing by 2:00 A.M all days,
- 3) it will close all outdoor dining allowed under the temporary Open Restaurants program and any other outdoor uses by 10:00 P.M. all days and not have any speakers or TV monitors,
- 4) it will install soundproofing in necessary to ensure sound is not audible in neighboring apartments,
- 5) it will close any front or rear facade doors and windows at 10:00 P.M. every night or when amplified sound is playing, including but not limited to DJs, live music and live non-musical performances, or during unamplified live performances or televised sports,
- 6) it will play ambient background music only, consisting of recorded music, and will not have live music, DJs, third party promoted events, scheduled performances, cover charges, or dancing,
- 7) it will not apply for any alteration in its method of operation or for any physical alterations without first appearing before Community Board 3,
- 8) it will not host pub crawls or party buses,
- 9) it will not have unlimited drink specials, including boozy brunches, with food,
- 10) it may have "happy hours," that end by 6PM,
- 11) it will designate an employee for ensuring no loitering, noise or crowds outside,
- 12) it will conspicuously post this stipulation form beside its liquor license inside of its business, and
- 13) it will provide a telephone number for residents to call with complaints and immediately address any resident complaints.

8. Alison St Marks (Disfruting Two LLC), 110 St Marks Pl (op) (restaurant)

VOTE: TITLE: Community Board 3 Recommendation To Deny Due to Nonappearance

WHEREAS, Disfruting Two LLC is seeking a full on-premises liquor license, in the premises located at 110 St. Marks, between Avenue A and First Avenue, New York, New York; and

WHEREAS, the applicant submitted their 30 day notice, but did not submit their questionnaire, or respond to the office after staff reached out multiple times, through email, text messages, and phone calls. The applicant failed to appear at the March 9th 2026 meeting,

THEREFORE, BE IT RESOLVED that Community Board 3 recommends the denial of the application for a full on-premises liquor license for Disfruting Two, LLC for the premises located at 110 St, Marks Pl, New York, New York, due to nonappearance.

9. Little Pine (Division Krill LLC), 125 Division St (aka 136 E B'way) (Unit C1, C2) (restaurant)

VOTE: TITLE: Community Board 3 Recommendation To Deny Unless Stipulations Agreed To— Stipulations Attached

WHEREAS, Division Grill LLC doing business as Little Pine, is seeking a full on-premises liquor license, in the premises located at 125 Division Street, between Canal and Allen/Pike Street, New York, New York; and

WHEREAS, this is an application for an establishment with of 152 people, 36 tables and 145 seats with 2 bars – ground floor and Basement Chinese Food with a full kitchen serving food during all hours of operation 1 television at each bar, w streaming music; and

WHEREAS, there are 16 full on-premises liquor licenses within 500 feet per the SLA LAMP map; and

WHEREAS, this location was previously licensed, with a full on-premises license to a hot pot restaurant; and

WHEREAS, applicant currently owns one restaurant: Nana Noodle House: November 2024-Present 5 Kearny Ave., 1st Floor Kearny NJ 07032 Ms. Sun previously owned a restaurant: Sushi Noodles: November 2023- September 2025 274 Troutman Street Brooklyn NY 11237 Neither restaurant has/had a liquor license. This will be the first liquor license for Ms. Sun. Ms. Sun will take a prominent role in operating the restaurant and will be on site every day to oversee the entire operation. Ms. Sun will be hiring an experienced food and beverage manager to curate the wine and cocktail menu and to assist her in the overall operation of the restaurant; and

WHEREAS, since 2020, there were two (2) commercial noise 311 complaints where police action was necessary; and one (1) pandemic-era social distancing complaint.

WHEREAS, a resident that lives across the street spoke in opposition to this application, due to noise and crowds, and the late hours are not in line with the other establishments on the street; and

WHEREAS, 12 residents who live within two blocks of the location signed a petition in favor of the application; and

THEREFORE, BE IT RESOLVED that Community Board 3 recommends the denial of the application for a full on-premises liquor license for Division Grill LLC , for the premises located at 125 Division Street, New York, New York, unless the applicant agrees to the following signed notarized stipulations that

- 1) it will operate as a restaurant, serving Chinese food with a full kitchen during all hours of operation,
- 2) its hours of operation will be opening no later than 12 P.M. and closing by 1AM all days,
- 3) it will not use outdoor space for commercial use
- 4) it will close any front or rear facade doors and windows at 10:00 P.M. every night or when amplified sound is playing, including but not limited to DJs, live music and live non-musical performances, or during unamplified live performances or televised sports
- 5) it will play ambient background music only, consisting of recorded music, and will not have live music, DJs, promoted events, scheduled performances, dancing, or any event at which a cover fee will be charged,
- 6) it will not apply for any alteration in its method of operation or for any physical alterations without first appearing before Community Board 3,
- 7) it will not host pub crawls or party buses,
- 8) it will not have unlimited drink specials, including boozy brunches, with food,
- 9) it will not have "happy hours,"
- 10) it will ensure that there are no wait lines outside and will designate an employee for ensuring no loitering, noise or crowds outside,
- 11) it will conspicuously post this stipulation form beside its liquor license inside of its business, and
- 12) it will provide a telephone number for residents to call with complaints and immediately address any resident complaints.

10. Caledonia (Caledonia East Village LLC), 511 E 6th St (op) (whiskey lounge/bar)

VOTE: TITLE: Community Board 3 Recommendation To Deny

WHEREAS, Caledonia East Village LLC doing business as Caledonia, is seeking (a full on-premises liquor) license, in the premises located at 511 E 6th Street, between Ave A and B, New York, New York; and

WHEREAS, this is an application for an establishment with of 74 people, 18 tables and 62 seats with 1 Stand up bar that 21'1" X 8', Less than full service kitchen serving shareables from a prep area, serving food during all hours of operation DESCRIBE TELEVISIONS, TYPE OF MUSIC; and

WHEREAS, there are 43 full on-premises liquor licenses within 500 feet per the SLA LAMP map; and

WHEREAS, the location is currently unlicensed, it was previously licensed but has been closed for approximately 13 years; and

WHEREAS, the Applicant operates 6 other establishments; and

WHEREAS, two residents that live in the building and next door and a representative of the East Village Community Coalition spoke with concerns about the noise, crowds, and backyard use of this space as well as the other spaces on this block. The previous business at this location, was a problem for many years; and

WHEREAS, 9 residents who live within two blocks of the location signed a petition in favor of the application; and

WHEREAS, the Community Board Guidance states that the goal is not to increase the impact on the community. In this case, the location is currently unlicensed in a saturated area, on a residential side street, this application would greatly increase the impact on the neighbors by bringing additional noise and traffic to the street and is clearly in conflict with the guidance; and

WHEREAS, there is no public benefit to granting a license at this unlicensed location that would be serving items commonly found elsewhere in the neighborhood and would increase the impact on a residential side street that has never had this type of business. This location is midblock on a residential side, and is not zoned for this purpose;

THEREFORE, BE IT RESOLVED that Community Board 3 recommends the denial of the application for a full on-premises for Caledonia East Village LLC for the premises located at 511 E. 6th Street, New York, New York. This is a previously unlicensed location and, due to the reasons detailed above, this application would have a negative impact on the neighborhood.

11. Gnihton Inc, 528 E 11th St (Unit A) (wb) (bar/tavern)

**VOTE: TITLE: Community Board 3 Recommendation To Deny Unless Stipulations Agreed To—
Stipulations Attached**

WHEREAS, Gnihton Inc. doing business as Gnihton, is seeking Wine & Beer license, in the premises located at 528 East 11th St, between Avenue A and Avenue B, New York, New York; and

WHEREAS, this is an application for a wine bar/cafe with a capacity of 74 or less people, five (5) tables and ten (10) seats with one (1) L-shaped, 10'x7' stand-up bar with nine (9) stools, with a food preparation area and serving pastries, sandwiches and cheese boards, playing background, recorded music only; and

WHEREAS, there are thirteen (13) full on-premises liquor licenses within 500 feet per the SLA LAMP map; and

WHEREAS, this space is currently used by the applicant for this business since November and has never been licensed; and

WHEREAS, the principal has never been licensed for the sale of alcohol previously; and

WHEREAS, since 2020 there was one (1) commercial noise 311 complaint where police action was necessary; and eleven (11) pandemic related social distancing complaints; and

WHEREAS, a representative of the East Village Community Coalition spoke in support, given the current use and the size of this space; and

WHEREAS, fourteen (14) residents who live within two blocks of the location signed a petition in favor of the application including four (4) from the building; and

THEREFORE, BE IT RESOLVED that Community Board 3 recommends the denial of the application for a full on-premises liquor license for Gnihton Inc. for the premises located at 528 East 11th St. New York, New York, unless the applicant agrees to the following signed notarized stipulations that

- 1) it will operate as a Wine Bar and Café, serving pastries, sandwiches, pretzel and cheese boards within all hours of operation,
- 2) its hours of operation will be opening no later than 7:00 A.M and closing by 12:00 A.M ALL DAYS,
- 3) it will not use outdoor space for commercial use,
- 4) it will have a closed fixed façade with no open doors or windows except my entrance door will close by 10:00 P.M. or when amplified sound is playing, including but not limited to DJs, live music and live nonmusical performances, or during unamplified live performances or televised sports,
- 5) it will play ambient background music only, consisting of recorded music, and will not have live music, DJs, promoted events, scheduled performances, dancing, or any event at which a cover fee will be charged,
- 6) it will not apply for any alteration in its method of operation or for any physical alterations without first appearing before Community Board 3,
- 7) it will not host pub crawls or party buses,
- 8) it will not have unlimited drink specials, including boozy brunches, with food,
- 9) it may have "happy hours" until 8:00 P.M. each night
- 10) it will ensure that there are no wait lines outside,
- 11) it will conspicuously post this stipulation form beside its liquor license inside of its business, and
- 12) it will provide a telephone number for residents to call with complaints and immediately address any resident complaints.

12. B Scene (B Scene Corp), 50 Ave B (op) (night club)
withdrawn

Items not heard at Committee

13. Lollo Ristorante Pizzeria & Bar (Lollo LLC), 27 Ave B (op/corp change) (restaurant)
administratively approved

14. Time Out New York (Manhattan) LLC, 124 E 14th St (op/corp change) (restaurant)
administratively approved

15. Idaho, 349 E 13th St (op/corp change) (bar/restaurant)
withdrawn

16. Divya's Kitchen LLC, 25 Ave A (wb) (restaurant)
administratively approved

17. SKWR (Stuffed Ice Cream LLC), 139 1st Ave (wb) (restaurant)
withdrawn

18. Make Believe, Blue Ribbon Sushi Izakaya, Blue Ribbon Kanpai Garden (Orchard Street Restaurant LLC & Cosmic Debris LLC), 187 Orchard St (op/alt: reallocating certain existing food and beverage outlets within the hotel from this on-premise liquor license in the building to the hotel liquor license) (restaurant)
administratively approved

19. Sixty LES (Allen Operating Company LLC & Orchard Street Restaurant LLC), 190 Allen St (op/alt: reallocating certain existing food and beverage outlets within the hotel from the on-premise liquor license in the building to this hotel liquor license) (hotel)
administratively approved

Dining Out (Not Heard at Committee)

20. First Avenue Dining LLC, 135 1ST Ave (RWC)
administratively approved

21. Oyster City LLC, 200 E 3rd St (RWC)
administratively approved

22. West Mayo LLC, 359 Bowery (RWC)
administratively approved

23. Alpha 129 Rest LLC, 129 Orchard St (SWC)
administratively approved

24. French 37 LLC, 37 Canal St (SWC)
administratively approved

25. Vote to adjourn
approved by committee

35 YES 0 NO 0 ABS 0 PNV MOTION PASSED (excluding SLA items 3, 4, 9)
 34 YES 1 NO 0 ABS 0 PNV MOTION PASSED (SLA item 3)
 34 YES 1 NO 0 ABS 0 PNV MOTION PASSED (SLA item 4)
 33 YES 2 NO 0 ABS 0 PNV MOTION PASSED (SLA item 9)

Land Use, Zoning, Public & Private Housing Committee

1. Approval of previous month's minutes approved by committee
2. Fellow Report: Final Draft Presentation for Policy Analysis of Affordable Housing Opportunities under City of Yes in CB 3
no vote necessary
3. Update and review for support for modifications to Essex Market management, operations and programming contract

VOTE: TITLE: Community Board 3 recommendations for Essex Street Market

WHEREAS: Community Board 3 has consistently requested responsive and community-focused operations of Essex Market since and throughout the planning process for Essex Crossing and the Seward Park Urban Renewal Area (SPURA) sites in general;

WHEREAS: Community Board 3 has strongly objected to NYC EDC's determination that Delancey Street Associates should be permitted to lease the former Market Line space to a big box use against the intent of the SPURA land use approval framework;

WHEREAS: prior resolutions proposing creative alternatives to the closure of the Market Line before and after EDC permitted a lease arrangement to proceed toward finalization between Delancey Street Associates and Burlington Coat Factory did not receive a response;

WHEREAS: NYC EDC has generously provided direct support funding for community benefit services since 2015, and the combined amount for the current fiscal year supporting Essex Market equates to approximately \$495,000;

WHEREAS: NYC EDC has not previously required or issued a Request for Proposals (RFP) or any other procurement for support services at Essex Market as they relate to the provision of community benefit services not otherwise easily provided or explicitly authorized by local law;

WHEREAS: Community Board 3 has maintained that Essex Market should serve the Lower East Side/Chinatown community and not be utilized by NYC EDC or the City for purposes that do not support the community or unnecessarily support other markets managed by NYC EDC at the expense of and with impact on Essex Market;

WHEREAS: Essex Market provides a crucial service to low-to-moderate income Lower East Side/Chinatown residents and supports a diverse vendor community, many of whom are immigrant entrepreneurs who provide access to quality and fresh produce and grocery goods and are locally based employers;

THEREFORE BE IT RESOLVED: That Community Board 3 believes that NYC EDC should commit to maintaining no less than the level of funding in the current fiscal year for the Lower East Side Partnership to provide community benefit services and replace services focused on private events with those focused on vendor supports and community benefits through renewed funding in FY27;

FURTHER BE IT RESOLVED: That the ongoing mission and strategic direction of the Market be determined following broad engagement of Lower East Side/Chinatown stakeholders through a community-based visioning process utilizing an experienced third-party consultant retained by the Lower East Side Partnership and jointly selected with NYC EDC, Community Board 3, local elected officials, and representative(s) of Market vendors.

FURTHER BE IT RESOLVED: That NYC EDC permits funds that would have been otherwise targeted toward private events to support such a community-based visioning process;

FURTHER BE IT RESOLVED: That the third-party consultant will conduct a robust and inclusive community engagement process to produce a five-year strategic plan with a defined vision, mission, goals and actions.

FURTHER BE IT RESOLVED: That NYC EDC pause modification to the Market's physical layout and receive input from community until strategic plan is adopted;

FURTHER BE IT RESOLVED: That NYC EDC commits to the meaningful involvement of Community Board 3 and elected officials, via the Essex Crossing Task Force, in oversight of the operations of Essex Market;

FURTHER BE IT RESOLVED: That NYC EDC ensures the Market, its public spaces and offices, and its overall operations create a clean, safe, and welcoming environment free of fear, intimidation, or retaliatory behavior.

4. Review Preliminary Budget
no vote necessary
5. Planning for term limits
no vote necessary
6. Vote to adjourn
approved by committee

35 YES 0 NO 0 ABS 0 PNV MOTION PASSED (excluding Land Use item 3)

34 YES 0 NO 0 ABS 1 PNV MOTION PASSED (Land Use item 3)

Transportation, Public Safety, Sanitation & Environment Committee

1. Approval of previous month's minutes
approved by committee
2. IBO: Informational Presentation on Street Plans
no vote necessary
3. Families for Safe Streets: Request for support for a District Wide CB 3 Regional Slow Zone

VOTE: TITLE: Support to Lower Speed Limits in Manhattan Community District 3 Pursuant to Sammy's Law

Whereas, in Manhattan Community District 3, there have been 21 traffic fatalities and 3,448 injuries over the last five years¹, demonstrating that traffic violence remains a serious and ongoing threat to the safety of District residents; and

Whereas, New York City's Vision Zero initiative holds that no level of traffic fatality is inevitable or acceptable², and that traffic deaths can be prevented through proactive, systemic measures that treat traffic safety as a public health issue³ — yet traffic violence continues to harm our community, limiting the ability of seniors, children, and all residents to move through the neighborhood freely and safely; and

Whereas, research and traffic safety data consistently demonstrate that reducing vehicle speeds significantly lowers the risk of serious injury and death in crashes — the difference between a pedestrian being struck at 20 mph versus 30 mph is the difference between survival and a fatal outcome in the majority of cases; and

Whereas, in 2024, the New York State Legislature enacted amendments to VTL §1642(a)(26) &(27), known as Sammy's Law, specifically granting New York City the authority to lower speed limits on most city streets to 20 miles-per-hour and on streets adjacent to schools to 15 miles-per-hour — a tool the State Legislature created expressly to save lives; and

Whereas, despite this clear legislative authorization and the urgent need for citywide action, the NYC DOT has thus far lowered speed limits on only a small number of streets, representing approximately 1.5% of all city streets, leaving the vast majority of New York City neighborhoods — including Manhattan Community District 3 — without the full protections Sammy's Law was designed to provide;

Whereas, Community District 3 full Board has approved the portion of the Lower Manhattan Regional Slow Zone that is located within Community District 3 and has asked DOT to expand the Regional Slow Zone in Community District 3 to Houston Street;

¹ Use <http://crashmapper.org/> to find data on crashes in your CB.

² NYC Vision Zero Task Force, "Vision Zero in New York City."

³ Vision Zero Network, "What Is the Vision Zero Network."

Whereas, CD3 also has a portion of streets where the speed limit is already 20 miles per hour between Avenue A to Avenue D between Houston and 14th Streets;

Whereas, signage indicating speed limits are inconsistent in CD3, representing the various speed limits;

Therefore, it be resolved, that Manhattan Community Board 3 calls on the NYC Department of Transportation to exercise its authority under Sammy's Law and lower the speed limit on all applicable streets in Manhattan Community District 3 to 20 miles-per-hour, and to 15 miles-per-hour on all streets adjacent to schools in the District; and

Further be it resolved, that Community Board 3 requests that NYC DOT returns to present plans and a progress report for the implementation of the 20-hour speed limit in Community Board 3.

4. Review Preliminary Budget
no vote necessary
5. Planning for term limits
no vote necessary
6. Vote to adjourn
approved by committee

35 YES 0 NO 0 ABS 0 PNV MOTION PASSED (excluding Transportation item 3)

34 YES 1 NO 0 ABS 0 PNV MOTION PASSED (Transportation item 3)

Parks, Recreation, Waterfront, & Resiliency Committee

1. Approval of previous month's minutes: Minutes Deemed Approved
approved by committee
2. Parks Manager Update
no vote necessary
3. Parks: Scope of RFP for the Development, Operation, and Maintenance of a Food Service Concession between Delancey Street and Rivington Street at the Allen Street Malls
no vote necessary
4. + Pool: Update on Construction Timeline and Public Programming
no vote necessary
5. DDC: ESCR / BMCR Project Updates
no vote necessary
6. Co-naming request for Tompkins Square Park northeast field for Harold Hunter, a skateboarder
withdrawn
7. Review Preliminary Budget
no vote necessary
8. Planning for Term Limits
no vote necessary
9. Vote to adjourn
approved by committee

35 YES 0 NO 0 ABS 0 PNV MOTION PASSED

Health, Seniors, & Human Services / Youth, Education, & Human Rights Committee

1. Approval of previous month's minutes
approved by committee
2. Chinese-American Planning Council: "The Widening SNAP Gap" Policy Brief and the Protect, Invest, and Expand Food Security Package (State Food Security Recommendations)
no vote necessary
3. Review Preliminary Budget
no vote necessary
4. Panel planning
no vote necessary
5. Planning for Term Limits
no vote necessary
6. CAB/CEC reports
no vote necessary
7. Vote to adjourn
approved by committee

35 YES 0 NO 0 ABS 0 PNV MOTION PASSED

By-Laws Task Force

▪ **By-Law revision**

VOTE: To approve the changes to the by-laws limited to the following changes: The changes include updates for factual changes; Rewording for clarity or sense; Attendance criteria change to conform with City Charter; Attendance modification to account for repeat attendance noncompliance.

By-Laws

The By-laws of Community Board 3 of Manhattan shall conform to the provisions of the New York City Charter including, but not limited to, Section 2800, and all relevant provisions of federal, state and city law. Board members should refer to the Handbook for Community Board Members, issued by the Mayor's Office which enumerates these policies and procedures as well as describes applicable sections of the New York City Charter.

Community Board 3 may establish such additional rules of its own as are not specifically covered by the language of these By-laws and the New York City Charter and are not in contravention of these By-Laws or the New York City Charter.

I. Board Members

A. Board Members shall be appointed by the Borough President. All members serve on the Board as private citizens only and shall not be appointed as a representative of any organization with which the Board Member is affiliated

B. Any Board Member participating in the Board's consideration of a matter in which the Board Member has a conflict of interest shall state the nature of the conflict of interest in speaking to the issue and shall not vote on such matter but shall be recorded on the vote tally as present and not voting.

C. Any Board Member appearing before a governmental body or making a public statement that conflicts in any respect with positions adopted by the Board must clearly state that their statement is a personal position. No Board Member shall represent the Board's position before any governmental agency, department or authority unless specifically authorized to do so by the Board Chairperson.

D. Every Board Member is required to serve on one primary committee as appointed by the Board Chairperson and may serve on any additional primary committee, secondary committee, or task force. Appointment to any additional primary committee, secondary committee, or task force shall be at the discretion of the Board Chairperson.

E. No Board Member shall be eligible to serve as a primary committee chairperson until they have completed one year of service on the Board unless, because of unique qualifications or expertise, the Board Chairperson appoints them for that position.

F. No Board Member except the Board Chairperson shall concurrently serve as chairperson of more than one committee, or concurrently hold any office while serving as a primary committee chair of the Board.

G. Board Members are expected to regularly attend all Full Board meetings and all primary committee, secondary committee, and task force meetings to which they are appointed as members.

1. A Board Member shall be deemed present at a Board meeting, primary committee, secondary committee, or task force if they are present for the roll call votes at that meeting. If present at either the first or last vote but not both, a Board Member shall be deemed present at half the meeting.

2. A Board Member may request in writing that the Board Chairperson grant the Board Member extended excused absence of two months or longer from meetings for any of the following reasons:

a. The Board Member is serving in the active military;

b. The Board Member is suffering from a long-term illness;

c. There is a long-term illness or death in the immediate family or household of the Board Member;

3. A Board Member requesting an extended excused absence for two months or longer shall notify the Board Chairperson in writing of their anticipated absence (or promptly thereafter if circumstances prevent advance notice) and when they anticipate being able to resume regular attendance at meetings.

This process shall apply to any of the enumerated reasons. Acceptance of such request shall be at the discretion of the Board Chairperson. The Board Chairperson shall notify the Board Member in writing of acceptance or denial and copy the District Manager. The Board Chairperson shall ensure that any offices or responsibilities of the person are reassigned.

4. If the Board Member is a member of two primary committees, secondary committee or task forces scheduled at the same time or is assigned to represent Community Board 3 at another meeting, the member is not marked present or absent at the meeting the member is missing but is noted to be at another meeting. The Board Chairperson shall designate which meeting the member will attend when there is a conflict.

H. All Board Members are automatically excused from up to one-third of their obligated meetings to cover short-term illness, work, and other everyday issues that come up. Attendance shall be evaluated during two monitoring periods each year: April through September and October through March.

1. If a Board Member is absent from more than one-third of the Board Member's meeting obligations during a six-month period, the Board Chairperson shall propose that the Executive Committee take action. The Executive Committee may decide that a letter shall be sent either electronically or by regular mail to the Board Member advising the Board Member of their substantial lack of attendance with a copy to the elected official who recommended the Board Member and the Borough President. If the letter is sent and if during the next three months, the Board Member continues to be absent from more than one-third of their meeting obligations, the Board Chairperson shall propose the removal of the Board Member as set forth in Section I below. There shall be two periods for measurement of attendance each year (April to September and October to March). If determination letter has been sent within the previous two years, the additional three-month period is waived and Chairperson shall propose removal.

2. If a Board Member is absent from all of the Board Member's meeting obligations during a 5-month period, the Board Chairperson shall propose that the Executive Committee take action. The Executive Committee may decide that the Board Member shall be contacted by phone and a written email, advising the Board Member of their complete lack of attendance with a copy to the elected official who recommended the Board Member and the Borough President. If the email is sent and if during the next month, the Board Member continues to be absent from all of their meeting obligations, the Board Chairperson shall propose the removal of the Board Member as set forth in Section I below.

I. Procedures for Removal or Reprimand of a Board Member for Cause

The Board may, by a majority vote at a regular meeting reprimand or remove a Board Member for cause.

1. A Board Member may be reprimanded or removed for cause for any of the following reasons:

- a. A felony conviction during the Board Member's term of service on the Board.
- b. Soliciting, receiving, or accepting any remuneration in exchange for a vote on any item under consideration by the Board or any of its primary committees, secondary committee, or task forces if there is a Department of Investigation or Conflicts of Interest Board determination that a Board Member had solicited, received, or accepted remuneration.
- c. Failure to declare a conflict of interest based on a Department of Investigation or Conflict of Interest Board determination.
- d. Substantial lack of attendance at Board, committee, subcommittee and/or task force meetings as defined in section H.
- e. Any form of Board representation not authorized by the Chairperson.
- f. Demonstrating behavior unbecoming a Board Member, including but not limited to disruptive, demeaning, abusive or violent behavior.

2. Initiating the Removal or Reprimand Process:

- a. Any Member may recommend to any Executive Committee member that the Board take action to reprimand or remove a Board Member for cause. The Executive Committee member to whom the recommendation is made shall promptly report this to the Board Chairperson.
- b. The Executive Committee shall discuss the issue as soon as possible at a meeting which may be in executive session. The committee may, by majority vote, initiate action to remove or reprimand.

c. If the Executive Committee decides to initiate such action, the Board Chairperson shall place the proposed removal or reprimand of the Board Member on the agenda of the Executive Committee meeting or other appropriate committee or task force (the "Hearing Committee").

3. Hearing and Removal or Reprimand Process:

a. The Board Chairperson, or designated Executive Committee member, shall provide to the Board Member written notice of the proposed removal and charges against them at least ten (10) days prior to the meeting of the Hearing Committee. At that Hearing Committee meeting, which may be in executive session, the Board Member shall be provided an opportunity to respond to the charges. The committee members may also ask questions of the affected Board Member.

b. In the event the charges require additional information, testimony etc., the Hearing Committee may decide to schedule additional meetings which may be in executive session.

c. If the Hearing Committee passes a resolution to recommend to reprimand or remove the Board Member, then the resolution shall be presented at the next Board meeting which may be in executive session.

d. If the Full Board votes in favor of removal, the Board Member shall be deemed removed, immediately after the vote. The Board chairperson shall notify the elected official who appointed the Board Member and the Borough President of the removal of the Board Member with a request to appoint a person to fill the remainder of the term.

II. District Manager and Staff

In accordance with the City Charter, personnel, policies of the City of New York and existing requirements of due process, the Board shall appoint a District Manager and staff to serve at the pleasure of the Board. Such staff shall perform such functions as are assigned by the Community Board or other provisions of law.

III. Full Board Meetings

A. There must be at least one Full Board meeting of the Community Board each month, September through June, at such time and place as shall be designated by the Board Chairperson in the written notice of the meeting sent to the Board Members.

B. A majority of the appointed Board Members shall constitute a quorum.

1. There may be special and emergency Full Board meetings. These meetings shall be governed by the same procedures as regular Full Board meetings. A special meeting is a Full Board meeting other than the regular monthly Full Board meeting. A special meeting shall be convened with no less than two week's written notice. The notice shall specify the purpose of the meeting. The special meeting may be at the request of the following:

a. At the request of the Board Chairperson.

b. At the Borough President's request.

c. Upon resolution adopted by the Full Board.

d. Upon written request of at least one-third of the appointed Board Members presented to the Board Chairperson and the Borough President.

2. An emergency meeting of the Full Board shall be called by the Board Chairperson in circumstances where a failure to act or make a decision immediately would result in irreparable harm or a missed opportunity. At least two days' notice must be given of the meeting setting forth the purpose of the meeting. Notice of an emergency meeting may be given by telephone or email.

C. Agenda

1. Opening of the meeting

2. Public Session

There shall be a Public Session of up to one hour at each Full Board meeting. Any person may sign up to speak. The Board Chairperson may limit the number of speakers on the same topic. Each speaker shall be limited to a period of no more than 2 minutes, each representative of a public official shall be limited to 2 minutes and each public official shall be limited to 5 minutes, unless otherwise permitted by the Board Chairperson. During public session and elected official reports only Board Members can speak and

ask questions that are germane to issues related to CB3. Brief presentations by governmental agencies or applicants may be scheduled by the Chairperson during the Public Session

3. Business Session

During the Business Session only Board Members may debate the issues on the agenda and vote on those issues. The proponent of an issue before the Full Board who is not a Board Member may, upon request of the Board Chairperson, respond to questions in the Business Session. The Business Session consists of the following items:

- a. Roll call and approval of minutes
- b. Board Chairperson's report
- c. District Manager's report
- d. Committee and Task Force chairperson's reports
- g. Adjournment

D. Voting

1. All final decisions on Board issues require a roll call or written vote of the Full Board.
2. The Secretary shall record votes in favor, against, abstentions and Board Members present but not voting because of a conflict of interest.
3. Board Members must vote in person. No proxies are permitted.
4. No vote may be taken at Full Board unless a quorum is present.
5. A motion will pass if a majority of the Board Members present vote in favor of the motion.

IV. Community Board Officers

A. The officers of the Community Board shall be Chairperson, First Vice-Chairperson, Second Vice-Chairperson, Treasurer, Secretary and Vice Secretary. Each officer shall perform such duties as are incidental to the office in accordance with generally accepted rules of parliamentary procedure.

B. Each Officer shall serve for a one-year term commencing on the 1st day of December immediately following the election and ending on the 30th day of November.

C. Duties of Chairperson

1. To perform all duties as prescribed in the New York City Charter and any other duties prescribed under law.
2. To attend any meetings required by the Mayor and the Borough President or to designate a representative to attend.
- 3 To open, conduct and close Full Board meetings at the time and date at which the Community Board is to meet in accordance with City Charter, Open Meeting Law, CB 3 Bylaws, and Robert's Rules of Order. To state and put to a vote all resolutions and motions which arise in the course of the Board's business and to announce the results of all votes.
4. To represent the Board and perform all necessary functions according to the decisions duly made by the Full Board, including, but not limited to, communicating with governmental agencies.
5. To affect all acts, orders, and proceedings of the Full Board, sign all letters and resolutions from the Full Board, and to be the sole spokesperson for the Board in relation to the news media, governmental agencies and the public, except as they shall otherwise specifically authorize to another person.
6. To appoint or remove chairpersons or co-chairpersons of primary committees of the Board. To appoint or remove chairpersons of secondary committees and task forces of the Board.
7. To appoint members to all primary committees, secondary committees, and task forces and to remove members as necessary for the proper functioning of the primary committees, secondary committees, and task forces.
8. To prepare and deliver the Chairperson's report at each Full Board meeting, provide information on important Board issues and relay information received from the Borough President's office and/or other governmental agencies.
9. To be a signatory on the Board's imprest account.

10. To appoint a person well versed in Roberts Rules of Order as a parliamentarian. The parliamentarian shall not be an officer of the Board.

11. The Board Chairperson shall be an ex-officio member of each primary committee, secondary committee and task force and may vote on any agenda item. The Board Chairperson when present at a primary committee, secondary committee, or task force meeting (except the Executive Committee) shall not be counted in the quorum except on a ULURP vote.

D. Duties of Vice-Chairpersons

1. The First Vice-Chairperson shall preside at the Full Board meeting in the absence of the Board Chairperson. The Second Vice-Chairperson shall preside at the Full Board meeting in the absence of the Board Chairperson and First Vice-Chairperson. The Secretary shall assume these duties in the unavailability of the Second Vice-Chair to perform these duties.

2. The Vice-Chairpersons shall assist the Board Chairperson as required including attending meetings in the place of the Chairperson.

3. The Second Vice-Chairperson shall maintain records of the attendance of Board Members at all meetings and shall send notices in October and April to any Board Member who was absent from more than one-third of the Board Member's meeting obligations. Copies of the notices shall be sent to the Board Chairperson, the Borough President, and the appointing Council Member.

E. Duties of Secretary

1. The Secretary shall take the minutes of the Full Board meetings, Executive Committee meetings and any special or emergency meetings. The draft minutes shall be distributed to all Board Members prior to the next Full Board meeting or special or emergency meeting.

2. The Secretary shall call the roll and record all votes at the regular monthly meetings and any special or emergency meetings

3. If the Chairperson, First Vice-Chairperson and Second Vice-Chairperson are absent from a Full Board meeting the Secretary shall assume the duties of Board Chairperson for that meeting.

F. Duties of Vice Secretary

Where both the Secretary and Vice Secretary position is filled, these officers may divide their responsibilities as their workload dictates.

G. Duties of Treasurer

1. The Treasurer shall monitor the fiscal operations of the Board and the Board's operating budget He/she shall be a signatory on the Board's imprest account.

2. If the Board Chairperson, First Vice-Chairperson, Second Vice-Chairperson and Secretary are absent from a Full Board meeting then the Treasurer shall assume the duties of Board Chairperson for that meeting.

3. The Treasurer shall be responsible for fund raising and for chairing any meetings whose purpose it is to authorize the expenditure of donated funds.

H. Term Limits for Board Chairperson - No person may serve as Board Chairperson for more than four consecutive one year terms.

I. Election of Officers

1. At the Board's Full Board meeting in the month of September, the Chairperson shall appoint a nominating committee consisting of five Board Members, none of whom may be candidates for office and shall designate one of the Board Members to be the chairperson of said committee.

2. The nominating committee shall make its report to the Full Board at the Full Board meeting in the month of October and shall recommend one or more Board Members for each office. At the October meeting Board Members may nominate additional candidates for office from the floor. Written notice of the election and nominees shall be sent to each Board Member prior to the election.

3. At the Full Board meeting in the month of November pursuant to written notice sent to each Board Member, there shall be an election held for each of the offices. Prior to the election all candidates shall be given an opportunity to present their qualifications. If there is no nominee for an office, nominations for that office shall be accepted prior to the election. In the event that two or more candidates are

running for an office and no one candidate receives a majority of the votes, then a run-off election shall be held immediately between the two candidates receiving the highest number of votes.

a. The person receiving the majority of the votes for each office shall be elected.

b. The election of officers shall be conducted by written ballot unless, under extraordinary circumstances such as those in effect during the imposition of Executive Order No. 202.1 suspending Article 7 of the Public Officers Law which allows for remote meetings, remote voting methods that comply with open meeting law will be utilized.

J. Resignations

An officer may resign from their office on the Community Board. The resignation will be deemed accepted upon receipt of written notice of resignation by the Board Chairperson. The Board Chairperson may resign by delivering written notice to the Executive Committee via the First Vice- Chairperson.

K. Removal of Officers

Any officer may be removed from office if the officer is absent from three consecutive Full Board or three consecutive Executive Committee meetings. A recommendation for removal will be made by the Executive Committee to the Full Board and removal shall be affected by the majority vote of the Full Board.

L. Officer Vacancies

1. In case of any vacancy in any office except the Board Chairperson, a successor to fill the unexpired term shall be elected by the full Board. The Board Chairperson shall announce the open position at the first Full Board Meeting following a vacancy. Board Members who desire to fill the vacancy shall submit their names to the Chairperson or person designated by the Chair. The Chair shall specify a deadline to submit names and nominations before the next board meeting. A vote shall be taken at the next Full Board meeting. If no Board member is voted in to fill the vacancy the chair may re-start the election process, or such office may remain vacant until the next annual election.

2. If during the Board Chairperson's term the Board Chairperson is unable to serve, the First Vice-Chairperson shall succeed as Chairperson for the balance of the unexpired term and the Second Vice-Chairperson shall succeed as the First Vice-Chairperson. A Second Vice-Chairperson shall be elected as set forth above.

V. Executive Committee

A. The Executive Committee shall be comprised of the Board Chairperson, First Vice-Chairperson, Second Vice-Chairperson, Treasurer, Secretary, Vice Secretary and all primary committee chairpersons.

B. In emergency situations, the Executive Committee may act on behalf of the Board provided that any such action shall be ratified by the Board Members at the next Full Board meeting. If the action is not ratified, there shall be no further implementation of the action and the action must be withdrawn. An emergency situation arises at any time that a failure to act or make a decision would result in irreparable harm or a missed opportunity.

C. The Executive Committee shall approve any expenditure by the district manager in excess of \$2,000.00.

D. Operational matters will be addressed by the Executive Committee.

VI. Public Members

A. Members of the public may be appointed by the Board Chairperson to serve on primary committees, secondary committees, and task forces.

B. Public members of primary committees, subcommittees and task forces may vote upon items before the committees, secondary committees, and task forces but may not vote at the Full Board meeting.

C. The term of every public member shall be for one year ending on June 30th of each year but may be extended at the discretion of the Board Chair.

D. Public members may be reappointed by the Board Chair after applying for reappointment by completing an application.

E. Any public member may be removed from a primary committee, secondary committee, or task force by the Board Chair if the public member is absent from two consecutive meetings. The public member will be notified of removal in writing either electronically or by regular mail.

VII. Primary Committees

A. The Board shall have such primary committees as are necessary to hear and debate the issues in the district. A primary committee shall be established at the recommendation of Board Chairperson and a majority vote of the Full Board.

B. Primary Committees shall be comprised of no fewer than five committee members, a majority of whom must be Board members. The chairperson and any co-chairpersons of the primary committee must be a Board Member(s) and shall be appointed by the Board Chairperson. At the discretion of the primary committee chairperson the committee may have a vice chair and/or a secretary. The vice chair and/or the secretary shall be appointed by the primary committee chairperson.

C. Each primary committee shall meet once per month (except August) unless the Board Chairperson and/or the chairperson of the primary committee deem an additional meeting necessary or a meeting unnecessary.

D. A Board Member, other than the Board Chairperson, who is not a member of a primary committee may not vote on any item before the committee unless that item is a ULURP. The Board Chairperson may vote at any primary committee when present at a meeting.

E. Primary Committees shall keep minutes containing a record of all motions taken, as well as attendance and voting records. These records shall be submitted in writing to the Board's office in sufficient time to be incorporated into the vote sheet distributed to the Executive Committee for the succeeding Full Board meeting.

F. A primary committee shall be dissolved or reconstituted as a secondary committee upon recommendation of the Board Chairperson and a majority vote of the Full Board.

VIII. Secondary Committees

A. Secondary Committees may be established at the recommendation of the Board Chairperson and majority vote of the Full Board to hear and debate significant topics that do not appear regularly.

B. Secondary committees shall be comprised of Board Members and may include public members appointed by the Board Chairperson. A majority of the members of the secondary committees must be Board Members. The chairperson of the secondary committee shall be appointed by the Board Chairperson.

C. Each secondary committee will only meet when necessary.

D. Secondary Committees shall keep minutes containing a record of all motions taken, as well as attendance and voting records. The chairperson of the secondary committee shall report these to the Board office and all votes shall be recommendations to the Full Board.

E. A secondary committee recommendation shall not limit in any way the Full Board's duty to hear the public nor to vote.

F. A secondary committee shall be dissolved upon recommendation of the Board Chairperson and a majority vote of the Full Board.

IX. Task Forces

A. Task forces may be established at the recommendation of the Board Chairperson and majority vote of the Full Board for a limited purpose and shall be temporary in nature.

B. Task forces shall be comprised of Board Members and may include public members appointed by the Board Chairperson. A majority of the members of the task force must be Board Members. The chairperson of the task force must be a Board Member and shall be appointed by the Board Chairperson.

C. Task forces shall keep minutes containing a record of all motions taken, as well as attendance and voting records. These records shall be submitted in writing to the Board office in sufficient time to be incorporated into the vote sheet distributed to the Executive Committee for the succeeding Full Board meeting.

D. A task force shall be dissolved upon recommendation of the Board Chairperson and a majority vote of the Full Board.

X. Executive Session

Upon motion and the majority vote of full body of the Board, including the Full Board, a Primary Committee, Secondary Committee, or Task Force, that body may enter into an Executive Session during their regular meeting. Executive Session may be held to discuss only those statutorily identified purposes set forth in the New York State Open Meetings Law. An Executive Session is closed to the public and discussion is limited to the matter for which that body voted to enter into Executive Session. A vote may be taken in the Executive Session, but the vote of each member of that body must be recorded and be publicly available.

XI. ULURP

The Board Chairperson assigns a ULURP action to one committee or to a joint committee which has, or which shares oversight of the functional area related to the content the ULURP. A Public Hearing will be held by the assigned committee(s). Any Board Member may attend the Public Hearing for a ULURP, and attendance of at least 20% of all Board Members is required. A vote may be held at the close of the Public Hearing and all Board Members present and public members of the committee(s) assigned to the ULURP are eligible to vote. This vote is referred to the Full Board for a vote as with any other committee vote. The Full Board vote is the official ULURP vote.

XII. Definitions

- A. "Board" refers to the full Community Board 3 body, aka the "Full Board"
- B. "Full Board" refers to the full Community Board 3 body, aka the "Board," which meets on a regular basis, as specified in these by-laws
- C. "Quorum" means more than half of the committee or Full Board
- D. "Days" shall mean calendar days unless otherwise specified.

XIII. Notices

Any notice required by these By-laws may be sent by email or regular mail to the addresses on file with Community Board 3 except as otherwise provided in these By-laws.

XIV. Amendments

The By-laws may be amended by a majority vote of the Board Members present and entitled to vote at any Board meeting. A copy of the proposed amendment shall be sent by email or regular mail to all Board Members at least twenty-eight (28) days prior to the vote to amend. A copy of the proposed amendment shall be referred to a By-Laws Task Force established to review and approve the proposed amendment in advance of distribution of the proposed amendment to the Board Members.

Revised: March 2026

35 YES 0 NO 0 ABS 0 PNV MOTION PASSED