

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
MAY 18, 2011
PUBLIC HEARINGS & REGULAR MEETING

Minutes

The Board of Trustees of the Village of Brewster held a Regular Meeting at 7:30 P.M. on MAY 18, 2011 at Village Hall, 50 Main Street, Brewster, New York.

Attendees:

Mayor: James Schoenig
Deputy Mayor and Trustee: Christine Piccini
Trustees; Tom Boissonnault, Mary Bryde, Terri Stockburger
Village Engineer: John Folchetti
Village Counsel: Anthony Molé,
Clerk & Treasurer: Peter Hansen
Village Police: John Del Gardo

Absent:

Pledge to flag.

Notation of Exits

Public Hearings

7:30 PM Public Hearing – CDBG Grant Application

Mayor Schoenig motions to open the CDBG Grant Application Public Hearing at 7:30 PM, Deputy Mayor Piccini 2nd all in favor 5 to 0. No public comment. Mayor Schoenig motions to close the CDBG Grant Application Public Hearing, Deputy Mayor Piccini 2nd all in favor 5 to 0.

7:31 PM or as soon thereafter as time permits; Public Hearing – Parking District

Mayor Schoenig motions to open the Parking District Public Hearing, at 7:31 PM Deputy Mayor Piccini 2nd all in favor 5 to 0. No public comment. Mayor Schoenig motions to close the Parking District Public Hearing, Deputy Mayor Piccini 2nd all in favor 5 to 0.

7:32 PM or as soon thereafter as time permits; Public Hearing –Overlay District

Mayor Schoenig motions to open the Overlay District Public Hearing at 7:32 PM, 2nd all in favor 5 to 0. No public comment. Mayor Schoenig motions to close the Overlay District Public Hearing, Trustee Bryde 2nd all in favor 5 to 0.

Regular Meeting

Mayor Schoenig motions to open the Regular Meeting at 7:33 PM, Trustee Boissonnault 2nd all in favor 5 to 0.

- 1) Assessor – postponed until 8:15. Laurie Bell, Town of Southeast Assessor explains the assessment process and the valuations. The process requires that the prior year sales be used because the assessment year is essentially 1 year behind. Market trends can only be used for so long and then the State recommends a full reappraisal year. The last full reappraisal year was in 2005. This creates some shifts in market value that may surprise some. There is a grievance procedure for contesting your assessment. That period for grievance ends on May 24th this year. The Assessor, if he or she agrees can do a stipulation of settlement then and there. If the Assessor does not agree with a reduction then you may submit your grievance before the assessment review board. If you are still not satisfied you can still proceed with further appeals depending on the size and type of property. The process is clearly stated on the Real Property Services

web site and in the Assessor's office. Rick Stockburger asks about the residential and commercial percentage variances. In the Village of Brewster roughly 35% went up, 53% went down, and 12% remained the same. John Degnan says he met with the Assessor and learned that there was only one house sold in the Village during the time period under consideration and as a result the Assessor went outside the Village limits. Mr. Degnan believes it is very unfair to use comparables from the Town. Ms. Bell explains that there is a neighborhood analysis done as well. Ms. Bell has made herself available to the public beyond normal working hours and is available for 1 on 1 meetings. Mayor Schoenig thanks Ms. Bell for coming to explain and answer questions.

2) Monthly Reports

- a. Engineer's Report – John Folchetti delivers the monthly engineer's report. Mr. Folchetti suggests we notify the property owner of the hole in the sewer pipe. There is a partial collapse of the culvert under Rte 6 which carries water from the north side of Main Street somewhat East of the wall collapse. Mayor Schoenig motions to accept the Engineer's report dated 5-18-11, Trustee Stockburger 2nd all in favor 5 to 0.
- b. Police Report – John Del Gardo delivers the April Police Report. Mayor Schoenig motions to accept the Police Report for April, 2011, Trustee Boissonnault 2nd, all in favor 5 to 0.
- c. Planning Board Report – David Kulo delivers the April Planning Board report. Mayor Schoenig motions to accept the April Planning Board Report, Trustee Stockburger 2nd all in favor 5 to 0.

3) Budget Transfers – Treasurer Hansen explains that every fund has under spent their respective budget year-to-date. The General Fund is currently under budget by \$86,000, the Water Fund is under budget by \$77,000, and the Sewer Fund is under budget by \$81,000. The treasurer recommends that those lines within each fund that may have exceeded their budget be supplemented by those budget lines that have an excess. Money from and to Personal, Capital Equipment, and Contractual expenses will remain in the same object of expenditure. Mayor Schoenig motions to authorize the Treasurer to transfer like budget lines to balance the budget, Trustee Stockburger 2nd all in favor 5 to 0.

4) Utility Arrears Re-Levy on Taxes – Deputy Mayor Piccini motions to approve the utility arrears as presented, Trustee Boissonnault 2nd all in favor 5 to 0.

5) Tax Warrant – Deputy Mayor Piccini motions to authorize Mayor Schoenig to sign the 2012 Tax Warrant, Trustee Stockburger 2nd all in favor 5 to 0.

6) May 4 Minutes for approval – Deputy Mayor Piccini motions to approve the minutes for May 4th Trustee Bryde 2nd all in favor 5 to 0.

7) Health Insurance & Co-pay Policy – continued from May 4th meeting. Table until June 1, 2011.

8) Grace Assembly Parade/Street Closure Permit – Request is to close Marvin Ave. from Park Street to the Green Lot. Mayor Schoenig motions to approve the permit on Saturday May 21st from 2 PM to 9 PM. Trustee Stockburger 2nd all in favor 5 to 0.

9) Correspondence sent-received – Trustee Bryde asks if the Election letter is routine. Answer is yes. Trustee Bryde asks if anyone attended the Office of the Aging annual luncheon or the Head Start open house and tour. Answer is no. Deputy Mayor Piccini recommends that these type of invitations be shared with all board members in the event the Mayor may not be able to attend, another member of the board has the opportunity. Mayor Schoenig motions to accept the correspondence received and sent, Trustee Stockburger 2nd all in favor 5 to 0.

10) Vouchers Payable

a.	A	General	\$32,297.49
b.	F	Water	302,563.73
c.	G	Sewer Operations	59,639.20
d.	H10	Wastewater Treatment Capital Project	3,030.02
e.	<u>H15</u>	<u>Sidewalks SAFETEA-LU</u>	<u>807.50</u>

Total Vouchers Payable**\$398,337.94**

Mayor Schoenig motions to approve Vouchers Payable, Deputy Mayor Piccini 2nd all in favor 5 to 0.

11) Other Business

- a. Deputy Mayor Piccini: Time invested with Mary Donnelly regarding moving forward with micro enterprise grant initiative. There is some interest and at the moment we are moving forward. A public hearing will be required and outreach to commercial property owners is also important to help bring new business into the Village.
- b. Trustee Stockburger: All intact hanging baskets are in place with plantings. There are some plantings leftover and we are looking at additional planters.
- c. Trustee Bryde: Did we progress on the gas service for 208 Main? The gas service can be provided at no or minimal cost depending on usage/consumption. Still need to have an HVAC contractor estimate the changeover before we can move forward. Additionally, Mayor Schoenig presented a proclamation to David Mitchell at his Eagle Scout ceremony with Trustee Bryde and OIC John Del Gardo also attending.
- d. Trustee Boissonnault asks about ownership of the Carmel Avenue Bridge. Counsel Molé advises there is an ongoing dialogue over this issue.
- e. Mayor Schoenig asks about the water law revision and the ongoing arrears litigation. Counsel Molé advises he is working on a revision and the arrears case is proceeding. Mayor Schoenig asks about the status of 571 N. Main. Counsel advises they are due in court in June.

12) New Business

- a. Deputy Mayor Piccini asks if we can change the penalty application for Water, Sewer, and Refuse,
- b. Trustee Stockburger will be working on banners.
- c. Trustee Bryde, Mayor Schoenig, and OIC John Del Gardo attended the Eagle Scout event at the VFW. It was a worthwhile and inspirational event.

13) Public Comment

- a. Tyler Murello asks about the mileage and gas consumption for the Police. Additionally, what is the status of the Phillips Lane Stop Sign?
- b. Rick Stockburger says Barbara Bates donated \$50 toward solar lights for the planters. Mr. Stockburger asks about the Town water arrears. Treasurer Hansen says the total is roughly 40 to 50 thousand.

14) Mayor Schoenig motions to adjourn, Trustee Stockburger 2nd all in favor 5 to 0.

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 5 of 2011	Date: 5/18/2011	Contract No:
Facility Name: VOB / WASTEWATER TREATMENT PLANT		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:)	
a.	Activities completed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> • Plant flows averaged 154,000 gpd for the month of March 2011 • Recently purchased CMF Feed Pump #3 was installed and is operational • IACONO, Inc. performed preventative maintenance service on CMF Air Compressor #2 • Contacted several manufacturers of carbon media for odor control units, waiting for price quotes
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Review price quotes to replace carbon media in the odor control unit installed on the flow equalization tank • Instrumentation Technician Wayne Martin is scheduled to look at influent flow meter • Continue monitoring recently serviced CMF Air Compressors
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Investigate cost for replacing 18 Filter modules on CMF units • Order one (1) backup submersible pump for on-lot pump stations • Investigate cause of ongoing electrical service breaker trip on Automatic Transfer Switch #1 • Discuss extended service agreement with IACONO, Inc. for CMF Compressors • JRFA and STES to continue looking into high plant flows experienced the week of 3/6/11

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 5 of 2011	Date: 5/18/2011	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		
2. ENGINEERS STATUS OF PROJECT (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :)		
a. Activities completed this month (attach additional pages as needed):		
<ul style="list-style-type: none"> • Provided stormwater literature for dissemination throughout the Village. • Maintained monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the number of cubic yards of sand cleaned up throughout the Village. • Posted Annual Report on Village website on 4/15/11. Comment period ends May 20, 2011. 		
b. Status of activities in progress this month (attach additional pages as needed):		
<ul style="list-style-type: none"> • Awaiting decision on soils contamination before adopting Lead Agency for Tonetta Brook Retrofit. • Awaiting NYSDEP re-write of old wastewater treatment plant Phase I Site Assessment. • Continue to negotiate with Putnam County for additional funding for Wells Brook Retrofit project. • Submit Annual Report to NYSDEC by June 1, 2011. 		
c. Activities scheduled (attach additional pages as needed):		
<ul style="list-style-type: none"> • Negotiate Change Order with NYCEP • Submit revised Wells Brook calculations for increase phosphorus removal of 85.8 kg. 		

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 5 of 2010	Date: 5/18/2011	Contract No:
Facility Name: VOB / SAFTEA LU SIDEWALK		
2. ENGINEERS STATUS OF PROJECT (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:)		
a. Activities completed this month (attach additional pages as needed):		
<ul style="list-style-type: none"> • Addressing comments received on April 26, 2011 from NYSDOT on Engineer's Report 		

VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT

1. GENERAL INFORMATION

Report No: 5 of 2011

Date: 5/18/2011

Contract No:

Facility Name: VOB / SANITARY SEWER MAINTENANCE

2. ENGINEERS STATUS OF PROJECT (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work includingⓈ)

a. Activities completed this month (attach additional pages as needed)

- Inspect hole in service at the corner of Park Street and Marvin Avenue.
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VILLAGE OF BREWSTER POLICE DEPARTMENT

MONTHLY REPORT - 2011

TO: Mayor James Schoenig - Board of Trustees
From: Chief Inspector John Del Gardo
Re: Monthly Report April 2011

TICKETS

Uniform Traffic Tickets:	221
DOT Truck Enforcement	106
Parking Tickets:	122
Public Intox	1
No Taxi License	3
Tickets Total:	453

TAXI INSPECTIONS	86
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ARREST FOR APRIL

Caban 240.30 Resisting Arrest

Peiffer DWI Intox Driver

Oliver Warrant Arrest

Oliver Warrant Arrest

Oliver Warrant Arrest

TOTAL ARRESTS	5
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SECURITY VISITS PATROL

Sewer: 157

Water Tank: 146

Well Field: 103

TOTAL VISITS	406
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FOOT PATROL

Main St: 112

Village: 56

Metro North: 63

TOTAL FOOT PATROL	231
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911 Calls 50

Walkin complaints 37

Administration 44 Officer in station with reports

Assists 58

Court Security 24 Hours

VEHICLE

Repairs:	\$35
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MILEAGE

Ford 245 1453

Ford 246 920

Chevy K9 419

DWI 0

Mileage Total:	2792
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Fuel:	418 Gallons
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PARKING ENFORCEMENT

P.E.O Stockburger - Hours: 48

Summons: 35

2 Officers 4 Dates

911 DISPATCHED CALLS – 5

AIDED CASE – 8
VEHICLE ACCIDENT – 5
DISPUTE – 10
DOMESTIC DISPUTE - 3
911 HANG UP – 2
LARCENY – 1
WELFARE CHECK – 2
FIRE ALARM – 1
SUSPICIOUS PERSON – 3
HARASSMENT – 2
ASSAULT – 1
DISORDLEY YOUTHS – 1
STOLEN VEHICLE – 2
MISSING CHILD – 1
NOISE COMPLAINT – 2
TREE DOWN – 1
WATER LEAK – 1
VEHICLE LOCKOUT – 1
RABID RACoon – 1
DISABLE TRUCK - 1
GASOLINE SPILL - 1

VILLAGE OF BREWSTER POLICE

**SELECTIVE TRAFFIC ENFORCEMENT
MONTH OF APRIL 2011**

STOP SIGN – 56

CELL PHONE – 25

SPEEDS – 16

SEAT BELTS – 12

RED LIGHT – 2

UNLICENSED DRIVER – 20

PEDESTRIAN RIGHT OF WAY – 2

DRIVING WRONG SIDE OF ROAD – 2

D.O.T. TRUCK ENFORCEMENT – 106

TOTAL - 241

**BREWSTER VILLAGE POLICE
D.O.T. TRUCK ENFORCEMENT**

2009 - 274

2010 - 700

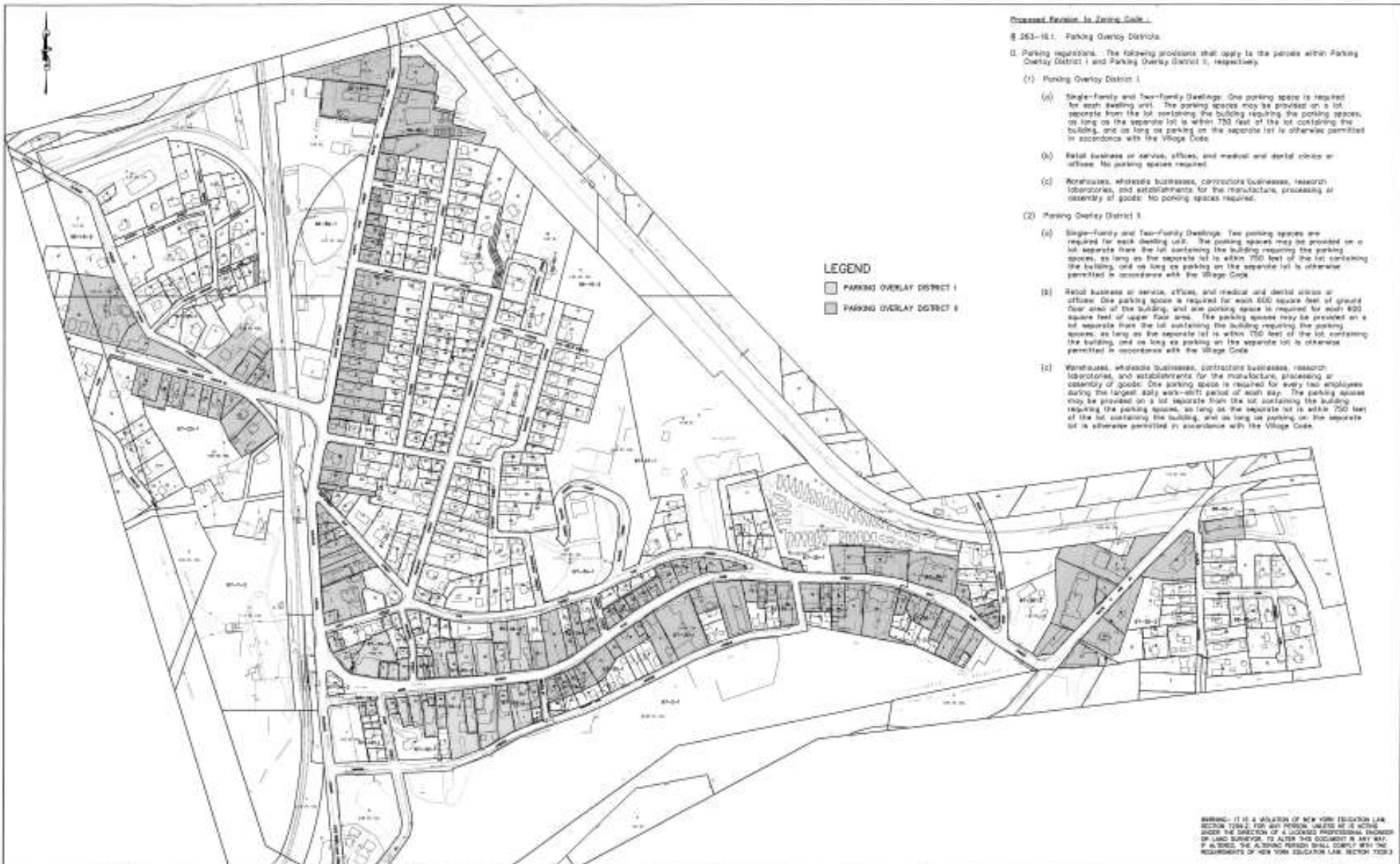
2011 - 275 JAN TO APRIL

TOTAL 27 MONTHS

1249 SUMMONS

61 TRUCKS O/S

14 ARRESTS



Proposed Revision to Zoning Code

§ 263-18.1. Parking Overlay Districts

D. Parking regulations. The following provisions shall apply to the parcels within Parking Overlay District 1 and Parking Overlay District 2, respectively.

(1) Parking Overlay District 1

- (a) Single-Family and Two-Family Dwellings: One parking space is required for each dwelling unit. The parking spaces may be provided on a lot separate from the lot containing the building requiring the parking spaces, so long as the separate lot is within 750 feet of the lot containing the building, and so long as parking on the separate lot is otherwise permitted in accordance with the Village Code.
- (b) Retail business or service, offices, and medical and dental clinics or offices: No parking spaces required.
- (c) Warehouses, wholesale businesses, contractor businesses, research laboratories, and establishments for the manufacture, processing or assembly of goods: No parking spaces required.

(2) Parking Overlay District 2

- (a) Single-Family and Two-Family Dwellings: Two parking spaces are required for each dwelling unit. The parking spaces may be provided on a lot separate from the lot containing the building requiring the parking spaces, so long as the separate lot is within 750 feet of the lot containing the building, and so long as parking on the separate lot is otherwise permitted in accordance with the Village Code.
- (b) Retail business or service, offices, and medical and dental clinics or offices: One parking space is required for each 600 square feet of ground floor area of the building, and one parking space is required for each 600 square feet of upper floor area. The parking spaces may be provided on a lot separate from the lot containing the building requiring the parking spaces, so long as the separate lot is within 750 feet of the lot containing the building, and so long as parking on the separate lot is otherwise permitted in accordance with the Village Code.
- (c) Warehouses, wholesale businesses, contractor businesses, research laboratories, and establishments for the manufacture, processing or assembly of goods: One parking space is required for every two employees during the largest daily work-shift period of each day. The parking spaces may be provided on a lot separate from the lot containing the building requiring the parking spaces, so long as the separate lot is within 750 feet of the lot containing the building, and so long as parking on the separate lot is otherwise permitted in accordance with the Village Code.

LEGEND

- █ PARKING OVERLAY DISTRICT 1
- █ PARKING OVERLAY DISTRICT 2

WARNING: IT IS A VIOLATION OF NEW YORK EDUCATION LAW, SECTION 2005.2, FOR ANY PERSON, UNLESS HE IS ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER OR LAND SURVEYOR, TO ALTER THIS DOCUMENT IN ANY WAY. IF ALTERED, THE DOCUMENT THROUGHOUT SHALL DISPLAY WITH THE REQUIREMENTS OF NEW YORK EDUCATION LAW, SECTION 2005.2.

REVISIONS	
NO.	DATE

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J. ROBERT POLCHETTI
ASSOCIATES, P.E., L.S. LLC
LTD. COMPANY DESIGN
WWW.JRFA.COM

VILLAGE OF BREWSTER
PUTNAM COUNTY, NEW YORK
VILLAGE ZONING

SUPPLEMENTAL
ZONING MAP
SCALE: 1" = 300'

JRFA
DATE: MAY 2011
Z SHEET 11 OF 13
DWG. NO. 60305UPZ04