

VILLAGE OF BREWSTER  
BOARD OF TRUSTEES  
7 NOVEMBER 2018  
7:30 P.M.  
REGULAR MEETING  
MINUTES

The Board of Trustees of the Village of Brewster held a regular meeting at 7:30 PM on November 7, 2018 at Village Hall, 50 Main Street, Brewster, NY 10509.

Attendees:

Mayor: James Schoenig  
Deputy Mayor and Trustee: Christine Piccini  
Trustees; Mary Bryde, Tom Boissonnault, George Gaspar  
Village Engineer: Todd Atkinson  
Village Counsel: Anthony Molé  
Clerk & Treasurer: Peter Hansen  
Deputy Clerk-Treasurer Michelle Chiudina

Absent:

Pledge to flag.

Notation of Exits

**Regular Meeting**

Mayor Schoenig motions to open the regular meeting, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0.

1. Diane Chickering – Suburban Carting RECYCLING Presentation/Demonstration – changing from single stream to dual stream recycling starting in January, 2019. Deputy Mayor Piccini introduces the subject and Suburban Carting’s Recycling Coordinator Diane Chickering. The changes to recycling are being driven by forces in the global economy. Diane Chickering says as of January 1, 2018 they will be asking the residents to separate the cardboard and paper from the glass/plastic/cans into two separate bins for normal pickup on Fridays the same day as now. Ms. Chickering says some the contents should be separated from the cardboard box and only the cardboard portion is recycling. Ms. Chickering says the resident can use a cardboard box as a container for paper and cardboard instead of buying a separate bin but they could do either. Ms. Chickering says contamination of the loads is from non-recyclable plastics like plastic bags or anything that does not have a number of 1,2,3,4,5,6 except for very small or thin items, even if they have a 1-6 number they will not be recyclable. If the plastic is not stamped with a number 1 through 6 it is not recyclable plastic. No food should be left in any recyclable container, it will contaminate the entire load and be left behind on the street. All recycling must be clean or it should be thrown out with the garbage. No kitchen pots, pans or utensils are accepted. Information sheets will be sent to residents in the December refuse bills and will be available on our website and Suburban Carting website for further information. Deputy Mayor Piccini says we will work on the information sheets to present the information in as clear and concise a manner as possible.
2. DPW Report – DPW Superintendent Domenic Consentino says the leaves are being picked up but we need a new leaf box and will get quotes. Mr. Consentino says the outside of the water tank needs to be pressure washed and will get quotes for that. Trustee Bryde asks if the flower baskets can be taken down and the older baskets be brought up to Village Hall for a holiday display. Mr. Consentino says that will be done so that the holiday baskets can be up before December 1<sup>st</sup>.
  - 2.1. Water Shut-off Account 214 – Mayor Schoenig motions to shut off water if not brought up to date by Friday, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0.
  - 2.2. Water bill adjustment request Account 289 – Michael Coughlin explains the high water bill was caused by a leak outside and did not leak into the sewer system. Mayor Schoenig asks about the water bypass that was found on the water line today. Mr. Coughlin says he did not know that was an illegal situation. Mayor Schoenig said they would discuss the matter further in executive session and let Mr. Coughlin know the outcome.
3. 530 N. Main SEUP – Peder Scott representing the applicant at 530 N. Main Street for the Special Exception Use Permit provides an overview of the submittal for engineering review for SEQR and stormwater management. Trustee Gaspar says the plan needs to take into account all the storm sewer drainage in the area of North Main Street for full loan consideration. Trustee Gaspar also asks that the wall height be lowered as much as possible. Village Counsel says the Board needs to determine if the applicant has a complete Special Exception Use Permit

application, declare lead agency for SEQRA, set a public hearing for the SEUP, refer the application to Planning Board for a recommendation and refer the application to Putnam County Planning under ML 239-m for review. Mayor Schoenig motions the Village of Brewster's intent to declare lead agency of a Type 2 action, Trustee Gaspar 2<sup>nd</sup> all in favor 5 to 0. Mayor Schoenig motions to set the public hearing for the 530 N. Main Street Special Exception Use Permit for January 16, 2019 at 7:30 p.m. or as soon thereafter as possible at Village Hall 50 Main Street, Brewster, NY 10509, Trustee Gaspar 2<sup>nd</sup> all in favor 5 to 0. Mayor Schoenig motions to refer the application to the Planning Board for review and recommendation, Trustee Gaspar 2<sup>nd</sup> all in favor 5 to 0. Mayor Schoenig motions to refer the application to Putnam County Planning for review under Municipal Law 239-m, Trustee Gaspar 2<sup>nd</sup> all in favor 5 to 0. Applicant asks if he can have a copy of Planning Board comments. Village Counsel says we will provide any comments received and Planning Board meetings are open to the public.

4. Engineer's Report – Todd Atkinson delivers the engineering report through October 17, 2018. Copy attached to these minutes. Mayor Schoenig motions to accept the Engineer's report dated October 17, 2018, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0. Deputy Mayor Piccini says there was an overflow of runoff on Eastview during a heavy rainfall last week. Mr. Atkinson says he will investigate the cause and work to remediate.
5. DASNY SAM Grant Authorization To Sign And Submit Final Application For The Construction Of A Connector From Wells Park To The Bikeway – Trustee Boissonnault motions to authorize Mayor Schoenig to sign and submit the DASNY SAM Grant application for \$100,0000, Trustee Gaspar 2<sup>nd</sup> all in favor 5 to 0.
6. Financial Update – Treasurer Hansen says the revenues and expenditures are running true to the budget plan. Cash flow is an ongoing concern and we are diligently pursuing payment of receivables due and payable to the Village.
7. Minutes for approval:
  - 7.1. October 17, 2018 Regular Meeting Minutes – Trustee Bryde motions to approve the October 17, 2018 Minutes, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0.
8. Vouchers Payable – Trustee Bryde reviewed the vouchers and found everything in order.
 

8.1. A -	General Fund	\$39,177.45
8.2. C –	Refuse & Garbage	643.52
8.3. EN -	Engineering Fees Escrow	6,622.50
8.4. F -	Water Fund	192,451.01
8.5. G -	Sewer Fund	116,211.44
8.6. H63	Tonetta Brook Marvin Ave	4,142.54
8.7. T -	Trust & Agency	7,461.78
8.8. Total Vouchers Payable		\$366,710.24

Mayor Schoenig motions to approve vouchers payable as written, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0.

9. Other Business

- 9.1. Deputy Mayor Piccini says given the issue of cash flow concerns, questions waiving fees for events as a matter of course and whether we should be doing that or not. Mayor Schoenig says he would not want to ask for fees from the Fire Department or Veterans or any other organization as these organizations benefit the community but it is a good point to discuss. General consensus among the Board to continue the practice of waiving fees at the discretion of the Board.
- 9.2. Trustee Bryde discusses the baskets for the holiday season and is targeting hanging the baskets before the tree lighting on December 1, 2018. Trustee Bryde says the pictures for the Women of Distinction are still not all in but she continues to work on them.

10. New Business

- 10.1. Trustee Gaspar would like to eliminate heavy equipment overnight parking on residential streets and on properties in residential neighborhoods.
- 10.2. Trustee Bryde reminds everyone that the annual Veteran's Day ceremony is Sunday, November 11, 2018, 11:00 a.m., at Veteran's Memorial Field. Trustee Bryde compliments Mayor Schoenig and Chief Del Gardo on donating \$9,000 of K-9 donations to the Putnam County SPCA.
- 10.3. Deputy Mayor Piccini says the accommodation reached with Suburban Carting was in concert with the Town of Southeast and Suburban Carting has responded to our requests.
- 10.4. Trustee Bryde says she attends Community That Cares and says Bruce Kelly is retiring and she is sorry to see him go.

11. Public Comment

- 11.1. Marcy Wenzel says the December garbage assessment is outrageous and she can't afford to continue paying for garbage. Patti Smith says she pays for water, sewer and garbage she doesn't use when she is in Florida for four months a year. Marci Wenzel says it is unfair to have to pay for these services when she hardly

uses any garbage, water or sewer. Mayor Schoenig says when we established rates we did take the low consumption users into account and the water and sewer rates we charge reflect that. The more volume used the higher the bill. The refuse is strictly based on per residential unit. Clerk & Treasurer Hansen says he will look into the possibility of budgetary billing/payments.

11.2. Karen Saunders suggests a graded refuse bill based on square footage.

11.3. Rick Stockburger Planning Federation Planning Board training is budgeted and needed. Mayor Schoenig says to ask the Chairman to make the request.

11.4. Rick Stockburger says he does not want square footage factored into refuse billing.

12. Mayor Schoenig motions to go into executive session to discuss legal matters, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0.

13. Mayor Schoenig motions to come out of executive session, resume the regular meeting and adjourn, Trustee Gaspar 2<sup>nd</sup> all in favor 5 to 0.

1. <u>GENERAL INFORMATION</u>		
Report No:	10 of 2018	Date: 10/17/2018
Contract No:		
Facility Name: <b>VOB / Wastewater Treatment Plant and Collection System</b>		
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 Engineers Contract and Scope of Work including:		
a.	Activities completed this month (attach additional pages as needed)	
	<ul style="list-style-type: none"> <li>• The average daily flows at the plant in September were 131,000.</li> </ul>	
	<ul style="list-style-type: none"> <li>• Sewer main jetting performed on October 10, 2018. Moderate to heavy amounts of grease found in several locations. VRI is recommending that the section from Progress Street to Bob's Diner be TV'd. VRI report attached.</li> </ul>	
	<ul style="list-style-type: none"> <li>• Completed cleanout of pump stations with Vector Truck.</li> </ul>	
b.	Status of activities in progress this month (attach additional pages as needed):	
	<ul style="list-style-type: none"> <li>• Install SCADA equipment the week of October 14<sup>th</sup>.</li> </ul>	
	<ul style="list-style-type: none"> <li>• Generator service at all pump stations scheduled for this month.</li> </ul>	
	<ul style="list-style-type: none"> <li>• Replace check valve assemblies at North Main Street Pump Station.</li> </ul>	
c.	Activities scheduled (attach additional pages as needed):	
	<ul style="list-style-type: none"> <li>• Repair/rebuild CIP System.</li> </ul>	
	<ul style="list-style-type: none"> <li>• Repair/rebuild ground hog grinder at Carmel Avenue Pump Station.</li> </ul>	



Environmental Service Inc.

October 10, 2018

J.E. FOLCHETTI, P.E.  
WASTEWATER SUPERINTENDANT  
J. Robert Folchetti & Associates  
31 Sodom Road  
Brewster, NY 10509

**RE: Village of Brewster Sewer Main Jetting**

Dear Mr. Folchetti,

VRI along with Electric Snake and Stuart Bates jetted the follow areas on 10/10/18:

- Marvin Avenue- Moderate amounts of grease, nothing major.
- Main Street
  - o Railroad station up towards Fire Station, Heavy amount of grease.
  - o Bobs diner towards RR station, Clear
  - o **Progress St to Bobs, Some grease and a fair amount of 1" stone. Need to schedule to TV that section.**
  - o Amigo's to Progress St, Lite grease
  - o Amigo's towards STP. Lite grease
  - o Amigo's towards Wilkes St, Lite grease
- North Main- Jetted from Pump station to Wells St. lite grease. Wells to Koboekers, heavy grease.
- Rt22- We jetted from the Pump Station to All view, Moderate amounts of grease.

It was a successful day, we should schedule a night to TV near progress street.

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VRI Environmental Services, Inc.  
1847 Rt 55  
LaGrangeville, NY 12540

[www.vri-usa.com](http://www.vri-usa.com)

845-677-3839  
Toll Free: 800-880-6165  
Fax 845-677-3940

If you should have any questions or concerns about this report, please feel free to contact me at (845) 489-5344.

Sincerely,

**Dale Post**  
**Regional Manager**  
**VRI Environmental Services, Inc.**

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**VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT**

<b>1. GENERAL INFORMATION</b>		
Report No: 10 of 2018	Date: 10/17/2018	Contract No:
Facility Name: <b>VOB / PLANNING BOARD REVIEW AND CONSULTATION</b>		

<b>2.</b>	<b>ENGINEERS STATUS OF PROJECT</b> (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:
<b>a.</b>	Projects reviewed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> <li>• Route 22 Brewster LLC – 2.5 hours</li> <li>• 79 Main Street – 11.5 hours</li> <li>• 162 Main Street – 20 hours</li> </ul>
<b>b.</b>	Status of Planning Board projects (attach additional pages as needed):
	<ul style="list-style-type: none"> <li>• Route 22 Brewster LLC (Old Getty Station) Ongoing Inspections</li> <li>• 538 North Main Street – Construction Ongoing/Amendment being proposed</li> </ul>
<b>c.</b>	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> <li>• Continue plan review and meetings for B.O.S. Land Development</li> <li>• Perform site inspections on Route 22 Brewster LLC (Old Getty Station) Site, when needed.</li> <li>• Perform site inspection at 538 North Main Street, when needed.</li> <li>• 530 North Main Street Planning Review, Ongoing</li> <li>• 162 Main Street Planning Review, Ongoing</li> <li>• 79 Main Street Planning Review, Ongoing</li> </ul>

1. <u>GENERAL INFORMATION</u>		
Report No:	8 of 2018	Date: 10/17/2018
Contract No:		
Facility Name: <b>VOB / Tonetta Brook Marvin Avenue Headwall</b>		
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 Engineers Contract and Scope of Work including:		
a. Activities completed this month (attach additional pages as needed)		
b. Status of activities in progress this month (attach additional pages as needed):		
<ul style="list-style-type: none"> <li>• Awaiting NYSDEC Stream Disturbance Permit</li> <li>• Awaiting Survey</li> </ul>		
c. Activities scheduled (attach additional pages as needed):		
<ul style="list-style-type: none"> <li>• Finalize design based on geotechnical findings and survey data</li> </ul>		



VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT

1. <u>GENERAL INFORMATION</u>		
Report No: 10 of 2018	Date: 10/17/2018	Contract No:
Facility Name: <b>VOB / EPA Stormwater Phase II Regulations</b>		

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 :	
<b>a.</b>	<b>Activities completed this month (attach additional pages as needed):</b>
	<ul style="list-style-type: none"> <li>• Maintained monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village.</li> <li>• Inspected the Tonetta Brook and Wells Brook Stormwater Retrofits on October 10, 2018.</li> <li>• Prepared list of maintenance and repair work for both retrofit sites. (see attached)</li> </ul>
<b>b.</b>	<b>Status of activities in progress this month (attach additional pages as needed):</b>
	<ul style="list-style-type: none"> <li>• Continue to assist Village with operation and maintenance issues discussed last month.</li> <li>• Awaiting comments, if any, from the NYSDEC on the MS4 Annual Report.</li> </ul>
<b>c.</b>	<b>Activities scheduled (attach additional pages as needed):</b>

October 2018

Pursuant to our inspection of the Wells Brook and the Tonetta Brook Stormwater Retrofit Sites on October 10th, the following maintenance and repair work is required for the stormwater basins:

Wells Brook Basin:

1. Clean trash rack on outlet structure.
2. Remove debris and trash from basin.
3. Repair dislodged or missing fence railing.

Tonetta Brook Basin:

1. Clean trash rack on outlet structure.
2. Remove debris and trash from basin.
3. Repair access road rutting and ponding around basin and reinstall traffic barrier.
4. Repair dislodged or missing fence rail.