

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
18 March 2015
Regular Meeting
Draft Minutes

The Board of Trustees of the Village of Brewster held a Regular Meeting at 7:30 PM on 18 March 2015 at Village Hall, 50 Main Street, Brewster, New York 10509.

Attendees:

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

Absent:

Pledge to flag.

Notation of Exits

Regular Meeting

1. Monthly Reports

- 1.1. Code Enforcement Report – Joe Hernandez delivers the February report. Trustee Bryde asked about the snow and ice issues and how they were addressed. Mr. Hernandez says there were violations issued for snow and ice on sidewalks. Trustee Bryde asked if there was follow up to those violations. Mr. Hernandez says they do follow up on all citations and complaints issued but sometimes the situation is resolved without further action necessary. Trustee Bryde asked if the spiral staircase on Oak Street was removed and illegal living space remediated. Mr. Hernandez says the realtor has taken responsibility for bringing everything up to code and maintaining it that way. Deputy Mayor Piccini asks about snow removal contractor status. Clerk Hansen says there were two interested parties and both were sent contracts. One did not respond at all. The second asked about the insurance requirements and will need to purchase a separate policy from his broker. He has been informed that insurance as stated is a requirement. Given that spring is upon us it is not likely this contract will be put in place before next year. Trustee Bryde asked if a questionable fireplace insert was removed. Mr. Hernandez says enforcement is still in process. Mayor Schoenig motions to accept the February report, Trustee Bryde 2nd all in favor 5 to 0. A copy of the report is appended to these minutes.
- 1.2. Engineer's Report – John Folchetti delivers the February report. Trustee Bryde asked if the upgrades to the sewer system will save us time and money. Mr. Folchetti says that time, money and operating efficiency will all improve. Trustee Bryde asked how long the upgrade was "in the works." Mr. Folchetti said that the process began about two months ago. Mayor Schoenig motions to accept the February report, Trustee Bryde 2nd all in favor 5 to 0. A copy of the report is appended to these minutes.
- 1.3. Police Report – Chief John Del Gardo delivers the February report. Mayor Schoenig asked how many 911 calls were outside the village. Chief Del Gardo says one. Trustee Bryde asked why Vehicle repairs for February was so high since we have two new cars. Chief Del Gardo says we have two new cars and two old cars and the old cars are incurring the costs. Trustee Bryde says she remains astounded at the number of cell phone violations issued. Chief Del Gardo says the total number of summons issued is reduced over normal. Trustee Bryde asked where the stop sign violations were located. Chief Del Gardo says all over the village, not one particular place. Chief Del Gardo adds that DOT truck enforcement is suspended for the winter months and hopes to resume joint inspections in April. Trustee Bryde asked where the larcenies were. Chief Del Gardo says there were two, one in El Pueblo and one in Eagle Eye. Trustee Bryde asked about the 20 reported Aided cases. Chief Del Gardo says that there were many slips and falls resulting in numerous calls for ambulances and assistance. Mayor Schoenig motions to accept the February report, Trustee Boissonnault 2nd all in favor 5 to 0. A copy of the report is appended to these minutes.

- 1.4. Planning Board Report – Rick Stockburger delivers the February report. Trustee Boissonnault asked about the 40 Prospect Street property fence condition. Mr. Stockburger says the condition will be part of site plan approval process. Deputy Mayor Piccini asked about the cut and fill for the rear of the property at 40 Prospect Street. Mr. Stockburger says our Village Engineer will be involved to ensure a properly engineered outcome. Mayor Schoenig motions to accept the February report, Trustee Bryde 2nd all in favor 5 to 0. A copy of the report is appended to these minutes.
- 1.5. Zoning Board of Appeals Report – Richard Ruchala delivers the February report of no activity. Mayor Schoenig motions to accept the February report, Trustee Stockburger 2nd all in favor 5 to 0. A copy of the report is appended to these minutes.
2. New York Planning Federation training requests. The following Board members have requested to attend training in Bolton’s Landing at the NYPF Spring meeting. The estimate of costs per attendee is \$700. The total training budget for Zoning is \$1,500 and for Planning is \$1,500 of which \$160 was used for NYPF training in Kingston, NY last summer. Mayor Schoenig motions to approve the training requests Trustee Bryde 2nd and authorizes transfer of funds from other Planning and Zoning budget lines as needed, all in favor 5 to 0.
 - 2.1. Rick Stockburger
 - 2.2. Terri Stockburger
 - 2.3. George Gaspar
 - 2.4. Tyler Murello
 - 2.5. Richard Ruchala
 - 2.6. Jack Gress
3. Comprehensive Plan Committee Meeting Minutes – Trustee Bryde motions to approve the Comprehensive Plan Committee Meeting Minutes from February 25, 2015 with one change of grammar regarding Mr. Nolan’s review, Trustee Boissonnault 2nd all in favor 5 to 0.
4. Draft Generic Environmental Impact Statement for the 2015 Update to the Comprehensive Plan, Related Zoning Amendments and Urban Renewal Actions – Mayor Schoenig motions to accept the Draft Generic Environmental Information Statement, Trustee Boissonnault 2nd all in favor 5 to 0. Mayor Schoenig motions to direct the Village Clerk to publish public notices in the official village newspaper, by electronic means, and on the NYS DEC website bulletin board for a Public Hearing on April 8, 2015 at 7:31 PM or as soon thereafter as time permits, at Village Hall, 50 Main Street, Brewster, NY 10509, Trustee Stockburger 2nd all in favor 5 to 0. Deputy Mayor Piccini requests a Press release be prepared and circulated for the Comprehensive Plan Update.
5. Economic Development Policy Resolution – Mayor Schoenig motions to approve Resolution No. 031815-1 supporting the inclusion of an Economic Development Policy in our draft Comprehensive Plan Update, Deputy Mayor Piccini 2nd all in favor 5 to 0.
6. Tentative Budget – Clerk Hansen presents the Tentative Budget to the Board of Trustees. Trustee Stockburger questions several line item costs, most of which were answered to her satisfaction. One remaining issue regards the change in Sewer fund personal costs which needs an explanation. Clerk Hansen will review and advise. Trustee Bryde questions the Wells Park budget items and suggests most of the supplies and services could be provided by donations and service projects performed by civic minded groups. Trustee Boissonnault explains that this is the year when the park opens and we need to put our best foot forward. Trustee Boissonnault will review revenue generating activities and advise on what might be added to the budget to offset the costs identified.
7. Fee schedule modifications – Code Enforcement Officer Hernandez asked that the fee schedule be amended to include the \$5 per \$1,000 calculation for all permit fees residential and commercial. At the moment some have the calculation in addition to the fee and others do not spell it out. Mayor Schoenig motions to approve the addition of \$5 per thousand in addition to the permit fee for all building permits, Trustee Stockburger 2nd all in favor 5 to 0.
8. Tractor with 72” mower deck authorization to purchase; \$28,126.80 Trustee Boissonnault motions to approve the purchase from Westchester Tractor Co. for \$28,126.80, Deputy Mayor Piccini 2nd all in favor 5 to 0.
9. New York Rural Water Assoc. Annual Technical Conference - Verona, NY – Request to attend; Dan Crawford Trustee Boissonnault motions to approve attendance, Trustee Bryde 2nd all in favor 5 to 0.
10. Frozen Water lines – The lines are thawing and there is evidence of water loss. The DPW is working hard to identify any leaking pipes.
11. Minutes for approval – 4 March 2015 Minutes – Trustee Bryde motions to approve the March 4, 2015 meeting minutes, Trustee Boissonnault 2nd all in favor 4 to 0. Mayor Schoenig abstains due to absence.

12. Correspondence sent - received for February, 2015 – Trustee Bryde asked if Trustee Stockburger attended the Putnam County Chamber of Commerce Government-Business roundtable. Trustee Stockburger did attend. Mayor Schoenig spoke with newly elected State Senator Terrance Murphy and discussed opportunities to remediate infrastructure like the Carmel Avenue Bridge. Mayor Schoenig motions to accept the Correspondence sent-received, Trustee Bryde 2nd all in favor 5 to 0.

13. Vouchers Payable – Deputy Mayor Piccini reviewed the vouchers and found everything in order.

13.1.	A	General	\$26,432.95
13.2.	C	Refuse/Garbage	1,296.37
13.3.	F	Water	21,887.70
13.4.	G	Sewer	39,353.20
13.5.	H10	Waste Water Treatment Capital	2,070.00
13.6.	TA	Trust & Agency	4,079.31

Total Vouchers Payable \$95,119.53

Mayor Schoenig motions to approve vouchers payable as written, Trustee Stockburger 2nd all in favor 5 to 0.

14. Other Business

14.1. Deputy Mayor Piccini

14.1.1. Deputy Mayor Piccini met with Traffic Lane closures and reviewed their signage with an eye toward controlling wheels on sidewalks. The number of signs needed will be identified and then purchase plans can be made. For example; Pedestrian zone/no bikes. No Bicycles, skates, skateboarders, “please walk your wheels”

14.1.2. April 1st Mayor’s Roundtable is scheduled and Deputy Mayor Piccini plans to attend along with Counsel Molé.

14.1.3. Deputy Mayor Piccini reminds everyone that Team Brewster is scheduled for April 2nd

14.1.4. Deputy Mayor Piccini says she and Counsel Molé are discussing the Comprehensive Plan Update review by PACE Land Use Law Center – Counsel Molé is discussing options with PACE LULC regarding review options and will advise the board when a firm proposal is available.

14.2. Trustee Stockburger

14.2.1. Trustee Stockburger found 10’ flagpoles and would like to purchase one to try it out. The Board is in agreement to do so.

14.3. Trustee Boissonnault

14.3.1. First Niagara Bank has agreed to sponsor the 3rd movie at Wells Park this summer, run our concession stand and donate the proceeds to a local charity.

15. New Business

15.1. Trustee Stockburger

15.1.1. There is a flower list from the garden club and she will be selecting some content. Trustee Stockburger would like some collaboration from other board members in making the decisions. Deputy Mayor Piccini offered to work with Trustee Stockburger. Orders due in by April 14th.

15.2. Trustee Bryde

15.2.1. Trustee Bryde notes the historic homes review program in conjunction with the Putnam County Historian’s office and our own Village Historian is scheduled for March 22nd.

15.2.2. Trustee Bryde notes the Fire Safety fair to be held on May 2nd and is pleased to see this activity again this year.

15.2.3. Trustee Bryde asked about the Westchester Community College workforce training status. Clerk Hansen says it is moving forward.

15.2.4. Trustee Bryde asked about the Town water district for outside village users. Mayor Schoenig said the Town has still not taken any action toward special district establishment. Mayor Schoenig strongly suggests we send shut off notifications to outside village users who do not pay and consider adding the cost of maintenance to outside village water user bills.

15.2.5. Trustee Bryde asked about the Town of Carmel Consolidation of Police Department letter. Mayor Schoenig will be speaking with County Executive Odell in more detail regarding the suggestion.

16. Public Comment

- 16.1. Brian Crosby said he had a frozen pipe and no water for 26 days on 9 Phillips Lane. Mr. Crosby is requesting reimbursement for plumber bills and a remediation plan. What steps can be taken to prevent future occurrences. Water service was restored on Sunday March 15th. Mayor Schoenig will ask our Village Engineer to review the installation and make recommendations. Clerk Hansen says the plumber reimbursement is processed and will be mailed tomorrow.
- 16.2. Richard Ruchala notes the bicycle law did not pass so why are we putting out signs? Deputy Mayor Piccini explains that it is a cultural change and a law is not likely to encourage compliance.
- 16.3. Rick Stockburger says enforcement of no wheels on sidewalks is not going to garner compliance without a law on the books.
- 16.4. Rick Stockburger suggests putting the County Recreation check toward our Parks & Recreation and to not turn it over to the town.
- 16.5. Rick Stockburger would like to address the developer's obligation to provide recreation fee offsets.
- 16.6. Rick Stockburger would like to finalize a determination on who owns the Carmel Avenue Bridge
- 16.7. Rick Stockburger does not think we will be able to close the street behind One Main Street.
17. Mayor Schoenig motions to adjourn, Trustee Bryde 2nd all in favor 5 to 0.

February, 2015 Code Enforcement Report



VILLAGE OF BREWSTER
50 MAIN STREET
BREWSTER, NY 10509
(845) 279-3760

FEBRUARY 2015 SUMMARY REPORT

BUILDING FEES =	\$2,115
PROPERTY REGISTRATION	0
<u>SAFETY INSPECTION =</u>	<u>425</u>
TOTAL FOR FEBRUARY =	\$2,540

PERMITS: 6

INSPECTIONS: 2
(Property Reg, Property Maintenance)

TOTAL COs, CCs: 3

APPEARANCE TICKETS: 1

ORDERS TO REMEDY: 9

STOP WORK ORDER: 0

1. <u>GENERAL INFORMATION</u>		
Report No:	2 of 2015	Date: 2/18/2015
Contract No:		
Facility Name: VOB / Wastewater Treatment Plant and Collection System		
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"> • The average daily flows at the plant in December were approximately 129,000. 	
	<ul style="list-style-type: none"> • The non-potable water pump was replaced. 	
	<ul style="list-style-type: none"> • All locks have been replaced. 	
b.	Status of activities in progress this month (attach additional pages as needed):	
	<ul style="list-style-type: none"> • RBC parts delivered January 19, 2015; Repair completed February 12th. 	
	<ul style="list-style-type: none"> • Good Progress with EVOQUA on Microfilter programming. 	
	<ul style="list-style-type: none"> • Park Street Pump Station repair complete. 	
c.	Activities scheduled (attach additional pages as needed):	
	<ul style="list-style-type: none"> • Continue to assess Plant condition and upgrade issues identified by VRI. 	
	<ul style="list-style-type: none"> • Install hydrogen sulfide sensor in Headworks Building. 	

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 2 of 2015	Date: 2/18/2015	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

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"> • Maintained monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Develop new Educational Outreach Materials for Village • Begin compiling data for inclusion in Annual Report due to NYSDEC on June 1, 2015. 2014-2015 Reporting Year ends on March 9, 2015.
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Awaiting any comments from NYSDEC on the Annual Report

**VILLAGE OF
BREWSTER POLICE
DEPARTMENT
MONTHLY REPORT**

FEBRUARY 2015

**POLICE CHIEF
John Del Gardo**

VILLAGE OF BREWSTER POLICE DEPARTMENT

MONTHLY REPORT

TO: Mayor James Schoenig - Board of Trustees
FROM: Police Chief John Del Gardo
RE: Monthly Report February - 2015

TICKETS	
Uniform Traffic Tickets:	19
Parking Tickets:	114
Code Tickets	1
TOTAL TICKETS	134

TAXI INSPECTION	34
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ARRESTS		
MIRKO	Larceny	1
MIRKO	VTL 511	1
TOTAL ARRESTS		2

SECURITY VISITS PATROL	
Sewer Plant	240
Water Tank:	209
Well Field:	39
TOTAL VISITS	488

FOOT PATROL	HOURS
Main Street:	56
M.T.A Station:	70
Residential:	18
TOTAL HOURS	144

911 CALLS	56
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Walk in / Pickup Complis	41
Court Hours S.E.	91
Court Hours Village	24

VEHICLE REPAIRS
\$1,458
MILEAGE TOTAL
5310
Total Fuel
691

PEO Stockburger	Tickets:	25
	Hours:	31
	Tickets:	2
PEO Giangguzi	Hours:	2

(Security Detail) 2 Officers
(Security Detail) 2 Officers

911 DISPATCHED CALLS – 56

ASSAULT - 1

AIDED CASE – 20

EDP - 1

VEHICLE ACCIDENT – 8

911 HANG UP – 2

DISPUTE – 9

LARCENY - 2

MISSING PERSON- 1

ALARM - 3

STUCK ELEVATOR - 1

LOOSE DOG - 1

VEHICLE LOCK OUT - 3

VEHICLE RUNNING - 1

MARIJUANA USE - 1

UNSECURE DOOR - 1

BOLO-SPEEDING - 1

Village of Brewster Planning Board
David P. Kulo Jr.
Chairman

To James Schoenig, *Mayor*
Christine Piccini, *Trustee, Deputy Mayor*
Mary Bryde, *Trustee*
Teresa Stockburger, *Trustee*
Tom Boissonnault, *Trustee*
Peter Hansen, *Clerk & Treasurer*
Anthony Mole, *Counsel*

Regular Meeting February 24, 2015

Board Members in Attendance:

David Kulo, Chair
Tyler Murello
George Gaspar
Rick Stockburger

Board Member Absent:

Renee Diaz

New Business:

- **40 Prospect Street** – Parking expansion from adjacent St. Lawrence O’Toole parish. Rear portion of existing building to be remove to provide rectangular parking lot, which would add 10 addition spaces. Specifics on lighting, traffic control, screening and landscaping still need to be addressed. Council recommended site plan condition that here be no alienation or restrictive access between the two lots in perpetuity.
- **494 North Main Street** - Request for waive at the former Williams gas station, such recommendation was approved the Planning Board.

Pending Business:

None.

David Kulo
Chairman, Planning Board
March 18, 2015

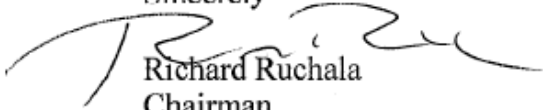
Richard Ruchala
12 Main Street Pmb # 267
Brewster, NY 10509
March 18, 2015

Village of Brewster
208 Main Street
Brewster, NY 10509

To The Village Board of Trustees:

In the month of February and until March 17th no applications or applicants have appeared or have asked to appear before the Zoning Board of Appeals.

Sincerely



Richard Ruchala
Chairman
ZBA