

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
02 MAY 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 May 2, 2018 at Village Hall, 50 Main Street, Brewster, NY 10509.

Attendees:

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

Absent:

Christine Piccini

Pledge to flag.

Notation of Exits

Public Hearing

Review and needs ascertainment for existing cable franchise in the Village of Brewster

Mayor Schoenig motions to open the public hearing, Trustee Bryde 2nd all in favor 4 to 0.

No public comment.

Mayor Schoenig motions to close the public hearing, Trustee Gaspar 2nd all in favor 4 to 0.

Regular Meeting

Mayor Schoenig motions to open the regular meeting, Trustee Bryde 2nd all in favor 4 to 0.

1. DPW Report – Dominic Consentino – Special Districts Coordinator Levon Bedrosian of the Town of Southeast says the new Peaceable Hill system is mandated by NYS to stay connected to our water system. This is contrary to our understanding of health department regulations. Counsel Molé will look into the matter. Mr. Consentino says the new truck was delivered last week but needs to go back to the dealer for a few hours of work to replace the tarp and adjust the spreader. The truck is registered and insured. Mr. Consentino said he discussed catch basins with Southeast Highway Superintendent Mike Bruen and found their vacuum truck has been out of commission along with their street sweeper. Mayor Schoenig says brush has been sticking around the streets too long and asks Mr. Consentino to ensure prompt pickup. Mr. Consentino says that we cleaned up a number of bags as a result of the Earth Day Town-Village cleanup and DEP cleaned up the pile pulled from their property on Marvin Avenue. Trustee Bryde asked about the fire house flowers and will talk to him more about them. Mayor Schoenig motions to accept the DPW report, Trustee Bryde 2nd all in favor 4 to 0.
2. 530 N. Main – Zoning Amendment – Pedar Scott, Mike Caruso, and Dr. Nassar Aqeel represent 530 N. Main multifamily zoning amendment request for the PB district. Mr. Scott recaps a summary of proposed setbacks and impact area to determine SEQRA type. The latest submittal provides both a front based parking and a rear based parking site plan overview. Mr. Scott identifies several problems with the rear parking site plan. The front parking site is altered to provide an enhanced N. Main landscape with a greater buffer between the street and parking. Mayor Schoenig says the front parking is not a desirable offering. Trustee Bryde agrees with Mayor Schoenig about front parking not being desired. Mr. Scott says that a stone wall and/or wrought iron fencing could be constructed to hide the parking from view. Mr. Aqeel assures the Board of Trustees that the parking area will be attractive and obstructed from N. Main Street view with attractive barriers including walls, fences and landscaping both inside and outside the property line. Trustee Gaspar says based on the information and the applicant's willingness to mitigate the visual impact of parking in front with walls, plantings, fencing such as wrought-iron, etc. and move the building further back the front parking could be acceptable in this instance.
 - 2.1. Mayor Schoenig motions to declare lead agency for SEQRA unlisted action, authorize the Clerk to circulate a coordinated review for the zone change and a second referral for the site plan review to involved agencies; NYC

DEP, NYS DOT, County Planning and Village Planning, Trustee Boissonnault 2nd all in favor 4 to 0. Mr. Scott asks if they can review details with the Village Engineer. Clerk Hansen says after Site Plan application is made, fees are paid and the \$3,000 is escrow provided then they may consult with the Village Engineer on this project. Mayor Schoenig motions to set a public hearing to consider the zoning amendment for June 20, 2018 at 7:30 p.m. or as soon thereafter as time permits, at Village Hall, 50 Main Street, Brewster NY 10509, Trustee Gaspar 2nd all in favor 4 to 0. Mr. Scott & Mr. Caruso will draw up the public notice and provide it to the Village for publication and they will take care of the circulation to impacted properties.

3. Fee Schedule

3.1. Water penalties – Village Counsel to review maximum penalty allowable.

3.2. Water turn-on/off fee – Village Counsel Molé says the fee is typically based on the actual cost of service for water shut-off and or turn on. Village Clerk Hansen will estimate the actual cost including equipment and overhead of turning off and turning on water and provide that cost to the Board for consideration regarding adjusting the fee schedule.

Repayment agreements – Mayor Schoenig asks how the collection of delinquent water arrears is going. Clerk Hansen says it is going fairly well. We have collected about \$40,000 as of May 2, 2018 and should have \$60,000 by the middle of next week which is money we would not have collected without these collection letters. We have received down payments or payment in full of delinquent water arrears from all but three accounts. Additionally, those who could not pay the full delinquent amount are entering into repayment agreements for the entire outstanding balance to keep it off their tax bill. Overall, this collection effort has brought the receivables back to manageable levels. Village Clerk Hansen asks for permission to work out payment arrangements with those who have requested agreements using the guideline of keeping within 36 months for repayment of entire outstanding balance and maintaining their account in good standing. Mayor Schoenig motions to authorize the Village Clerk to work with the Village Counsel to write repayment agreements using those guidelines or better for those who will enter into them, Trustee Gaspar 2nd all in favor 4 to 0.

3.3. Issuance of permits, Certificates of Occupancies, other official documents. Village Counsel Molé says that the Village Board is within its rights to restrict the issuance of permits, certificates of occupancy, or any other document to any property owner with outstanding balances whether they are utilities, taxes, escrow or other monies owed to the Village. – Trustee Gaspar motions that it is the policy of the Village that if any amounts are owed relating to a parcel no permits or applications will be accepted or issued without payment in full of the amount owed, Trustee Boissonnault 2nd all in favor 4 to 0. Clerk Hansen is instructed to make sure the Building department understands that their first stop is the Village Clerk and Treasurer’s office before proceeding with an application or issuing a certificate.

4. Music Festival sign placement on 208 Main, Wells Park, Baily Park – Mayor Schoenig motions to give permission to place temporary signs on Village property at 208 Main Street along Main Street, Wells Park along Oak Street, and Bailey Park along N. Main Street. Trustee Bryde 2nd all in favor 4 to 0.

5. Summer hours – Mayor Schoenig motions to institute summer hours for the Village Office, Court, and Department of Public Works starting the day after Memorial Day, Tuesday, May 29, 2018; Village Office, Court & DPW will report to work ½ hour early each day and leave 2 ½ hours early on Fridays. 8:00 a.m. to 4:00 p.m. Monday through Thursday, 8:00 a.m. to 1:30 p.m. Friday. Normal hours, 8:30 a.m. to 4:00 p.m. Monday through Friday, to resume the day after Labor Day, Tuesday, September 4, 2018 Trustee Bryde 2nd all in favor 4 to 0.

6. Minutes for approval;

6.1. April 18, 2018 Regular Meeting – Trustee Bryde motions to approve the April 18, 2018 minutes, Trustee Gaspar 2nd all in favor 3 to 0. Trustee Boissonnault abstains due to absence.

6.2. April 25, 2018 Special Meeting - Trustee Boissonnault motions to approve the April 25, 2018 Special Meeting minutes, Trustee Gaspar 2nd all in favor 3 to 0. Trustee Bryde abstains due to absence.

7. Vouchers Payable – Trustee Bryde reviewed the vouchers and found everything in order.

7.1. A -	GENERAL FUND	\$53,527.67
7.2. C –	REFUSE & GARBAGE	1,399.75
7.3. F -	WATER FUND	57,490.65
7.4. G -	SEWER FUND	155,153.72
7.5. T -	TRUST & AGENCY	5,018.24

Total Vouchers Payable \$272,590.03

Mayor Schoenig motions to approve vouchers payable as written, Trustee Boissonnault 2nd all in favor 4 to 0.

8. Other Business

- 8.1. Trustee Bryde thanks Clerk Hansen for the notice on 911 addressing inserted into the Sewer bill. Trustee Bryde asks about the status of the credit card processing. Clerk Hansen says it is ready to go, Village Counsel Molé has reviewed and says it is fine, and the Clerk asks for final authorization from the Board. Mayor Schoenig motions to authorize Treasurer Hansen to establish credit card processing, Trustee Bryde 2nd all in favor 4 to 0. Trustee Bryde and Trustee Boissonnault attended the Little League opening and said it was and always is a fun event. Trustee Bryde says she is working with Regina Folchetti on Relay for Life and are talking to the merchants on Main Street and asking for their support. The actual event is June 2nd from 5:00 p.m. to midnight at Brewster High School.
- 8.2. Trustee Boissonnault said Peter Arnold, who built the kiosk in Wells Park as part of his Eagle Scout project is having his Eagle Scout ceremony on Memorial Day weekend at the Pavilion at Wells Park. Trustee Bryde will represent the Village along with Trustee Gaspar, time to be determined. Clerk Hansen is asked to prepare an Eagle Scout proclamation for the May 16th meeting for signature. Trustee Boissonnault says we need to incorporate Wells Park into the DPW routine as a part-time Trustee is not enough to supervise the day to day activities and plan summer projects. Mayor Schoenig agrees. Trustee Boissonnault says summer help will be needed for Wells Park as the Jacobsens' will be off to college in early August. Trustee Boissonnault asks about Wyatt Bischofsberger for work again this summer. Clerk Hansen will find out. Clerk Hansen mentions we have the authority under civil service rules to hire a full time recreation person during the time the park is open and we should budget for it next year. Clerk Hansen says he will ask Deputy Clerk Chiudina if she knows anyone who might be interested and available for work. Clerk Hansen will also check with our part-time DPW worker Thomas Daubert to see if he is interested in picking up some extra hours. Clerk Hansen says he will also try to find a vendor who can clean the bathrooms after the weekends and after special events.
- 8.3. Mayor Schoenig will meet with Hamlet Hub on Friday about a Founder's Day style event.
9. New Business
 - 9.1. Trustee Gaspar says the tree on Oak Street needs to be brought up to Comcast Cable again about remediation. Clerk Hansen says he will follow up with Comcast. Trustee Bryde asks about the Memorial Day wreath. Mayor Schoenig says he will order it and asks Trustee Bryde to contact Tom Smith to help present the wreath. Trustee Bryde and Trustee Gaspar will present the wreath.
10. Public Comment – No public comment.
11. Mayor Schoenig motions to adjourn, Trustee Bryde 2nd all in favor 4 to 0.