

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

The Board of Trustees of the Village of Brewster held a Public Hearing at 7:30 PM followed by a regular meeting at 7:42 PM, on December 19, 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-(arrived 7:57 PM)  
Village Engineer: Todd Atkinson  
Village Counsel:  
Clerk & Treasurer: Peter Hansen  
Deputy Clerk-Treasurer: Michelle Chiudina

Absent:

George Gaspar  
Anthony Molé

Pledge to flag.

Notation of Exits

Mayor Schoenig motions to open the public hearing at 7:30 PM, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 3 to 0.

**Public Hearing**

Chapter 205 Solid Waste amended local law to obtain public input in regard to amending Village Code Chapter 205: "Solid Waste (proposed Local Law 1 of 2019) ...revising rules and regulations, recyclable materials and any other related text.

Cathy Mannfolk asks about the changes to the local law. Deputy Mayor Piccini says we moved the "variables" which are specific to contractual obligations, out of the local law and made them part of Rules and Regulations.

Ms. Mannfolk asks if there are going to be cost changes to Refuse. Deputy Mayor Piccini says there are no price changes foreseen at this time.

These changes are driven by changes to recycling standards. Cardboard and paper has to be in a separate bin from plastics, glass and cans which are in a separate bin. All recyclables have to be clean and certain types of containers as delineated on our website are not recyclable though they may be marked recyclable. Both cardboard/paper and plastics/cans/bottles may be put out on recycling days (Friday pickup) but they must be in separate containers.

Mayor Schoenig motions to close the public hearing, Trustee Bryde 2<sup>nd</sup> all in favor 3 to 0.

Mayor Schoenig motions to open the regular meeting at 7:42 PM, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 3 to 0.

**Regular Meeting**

1. Monthly Reports

- 1.1. October & November, 2018 Engineer's Report – Todd Atkinson delivers the engineer's reports. Copies attached to these minutes. Deputy Mayor Piccini asks about which sewer manhole on Eastview got the manhole cover. Mr. Atkinson is unsure. Mayor Schoenig motions to accept the October & November Engineer's reports, Trustee Bryde 2<sup>nd</sup> all in favor 3 to 0.
- 1.2. November, 2018 Police Report – Chief Del Gardo delivers the November Police report. Copy attached to these minutes. Trustee Bryde asks about the vehicle repairs of \$1,500. Chief Del Gardo says there were several that make up the total including brakes, tie rods, 10 new tires mounted and balanced. Trustee Bryde asks about the nine accidents. Chief Del Gardo says they were spread out in various locations around the Village. Trustee Bryde asks about the kind of disputes. Chief Del Gardo says there were seven within the Village and two

outside the Village usually arguments/fights usually domestic in nature. Trustee Bryde asks about selective traffic enforcement for the state. Chief Del Gardo says we work in conjunction with the State programs and we also enforce all the violations we observe and are not limited to the State’s chosen focus of the month. Trustee Bryde asks about speeding; were they in one spot or the whole Village. Chief Del Gardo says they were spread out in the whole Village. Trustee Bryde says the cell phone and Stop signs violations numbers are stunning and they never seem to taper off. Chief Del Gardo agrees that people routinely violate the law and when it is observed by one of our officer’s a violation is issued. Deputy Mayor Piccini asks about walking on Garden Street property. Chief Del Gardo says we patrol for vandalism. Mayor Schoenig motions to accept the November Police report, Trustee Bryde 2<sup>nd</sup> all in favor 3 to 0.

- 1.3. November, 2018 Planning Board Report – Planning Board report was delivered and accepted at the November 28, 2018 meeting. Copy attached to these minutes.
- 1.4. November, 2018 Code Enforcement Report – Bill Scorca delivers the Code Enforcement report. Copy attached to these minutes. Mayor Schoenig asks about the violations written. Mr. Scorca says they are all related to garbage. Mayor Schoenig motions to accept the November Code Enforcement report, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 3 to 0.
- 1.5. November, 2018 Zoning Board of Appeals Report – Todd Gianguzzi provided the November ZBA report of no activity. Copy attached to these minutes. Mayor Schoenig motions to accept the ZBA report of no activity, Trustee Bryde 2<sup>nd</sup> all in favor 3 to 0.
- 2. Sewer Billing arrears (45 day post quarterly billing list) – Clerk Hansen says there are some identified customers with two billings in arrears and at the Board’s direction they will be receiving notices regarding water shut off. The Board of Trustees agrees that notices should be sent as per policy.
- 3. Chapter 205 Solid Waste amended local law – Deputy Mayor Piccini motions to adopt the amendments Chapter 205 Solid Waste Local Law as Local Law 1 of 2019, Trustee Boissonnault 2<sup>nd</sup> all in favor 4 to 0.
- 4. DASNY SAM Grant Funding Resolution – Mayor Schoenig motions to adopt Resolution No. 121912-1, Trustee Boissonnault 2<sup>nd</sup> all in favor 4 to 0.
- 5. Village Matters Newspaper – Deputy Mayor Piccini says the effort that goes into producing this publication, from our perspective, is challenging and stressful and changes need to be made to the process. Trustee Bryde says she is in full agreement. Mayor Schoenig motions to appoint Deputy Mayor Piccini and Trustee Bryde to the Village Matters Newspaper committee to take charge of the Newspaper process going forward, Trustee Boissonnault 2<sup>nd</sup> all in favor 4 to 0. Deputy Mayor Piccini motions to approve edition number 11 for the printer, Trustee Bryde 2<sup>nd</sup> all in favor 4 to 0.
- 6. Correspondence sent & received for November, 2018 – Mayor Schoenig motions to accept correspondence sent and received, Trustee Boissonnault 2<sup>nd</sup> all in favor 4 to 0.
- 7. Minutes for approval;
  - 7.1. November 28, 2018 Regular Meeting – Trustee Bryde motions to approve the November 28, 2018 Minutes, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 4 to 0.
  - 7.2. December 03, 2018 Organizational Meeting 2018-2019 Village Year - Trustee Bryde motions to approve the December 03, 2018 Organizational Meeting Minutes, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 4 to 0.
- 8. Vouchers Payable – Deputy Mayor Piccini reviewed the vouchers and found everything in order.
 

8.1. A -	GENERAL FUND	\$85,561.37
8.2. C –	REFUSE & GARBAGE	21,547.84
8.3. EN -	ENGINEERING FEES ESCROW	5,037.50
8.4. F -	WATER FUND	34,009.46
8.5. G -	SEWER FUND	81,239.96
8.6. H63 -	TONETTA BROOK MARVIN AVE	4,540.00
8.7. T -	TRUST & AGENCY	2,539.92

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Total Vouchers Payable \$234,476.05

Mayor Schoenig motions to approve vouchers payable as written, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 4 to 0.

- 9. Other Business

- 9.1. Deputy Mayor Piccini asks about responses to the special refuse billing. Deputy Clerk Chiudina says we have had a handful of complaints but we are getting paid. Mayor Schoenig motions that we offer monthly billing for Refuse only, Trustee Bryde 2<sup>nd</sup> all in favor 4 to 0.
  - 9.2. Trustee Bryde mentions Women of Distinction project as she is unable to get picture of Judy Callahan and Melissa Kamin. Mayor Schoenig suggests doing a current head shot for each awardee. Trustee Bryde agrees and will follow up. Trustee Bryde mentions the anti-harassment training and asks if she is the last to complete the course. Clerk Hansen says she is not the last to complete the course and should provide the certificate to him. Trustee Bryde provided her completion certificate for the record.
10. New Business
- 10.1. Trustee Bryde asks about the e-waste status and request for additional Police patrols. Mayor Schoenig says we will patrol more frequently to help the Town out.
11. Public Comment
- 11.1. A resident of 50 Main Street brings up a traffic problem where vehicles are coming in the exit and going out the entrance. Mayor Schoenig says there is signage up to guide vehicles but either people don't read the signs or ignore them.
  - 11.2. John Lord asks about the status of Garden Street School. Mayor Schoenig says we have no firm information. John Lord asks about St. Andrew's Episcopal Church closing and the Food Pantry. Mayor Schoenig says the church is closing and the food pantry will relocate to 10 Park Street.
12. Mayor Schoenig motions adjourn, Trustee Bryde 2<sup>nd</sup> all in favor 4 to 0.

VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT

1. <u>GENERAL INFORMATION</u>		
Report No: 12 of 2018	Date: 12/19/2018	Contract No:
Facility Name: VOB / PLANNING BOARD REVIEW AND CONSULTATION		

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. Projects reviewed this month (attach additional pages as needed)	
•	Route 22 Brewster LLC – 3.75 hours
•	87 Main Street (Verizon) – 7.75 hours
•	Brewster Honda – 1 hour
•	530 North Main Street – 6.75 hours
•	79 Main Street – .5 hours
•	162 Main Street – 4.00 hours
b. Status of Planning Board projects (attach additional pages as needed):	
•	Route 22 Brewster LLC (Old Getty Station) Ongoing Inspections
•	538 North Main Street – Construction Ongoing/Amendment being proposed
•	162 Main Street Planning Review, Ongoing
•	79 Main Street Planning Review, Ongoing
c. Activities scheduled (attach additional pages as needed):	
•	Continue plan review and meetings for B.O.S. Land Development
•	Perform site inspections on Route 22 Brewster LLC (Old Getty Station) Site, when needed.
•	Perform site inspection at 538 North Main Street, when needed.
•	530 North Main Street Planning Review, Ongoing

**VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT**

<b>1. <u>GENERAL INFORMATION</u></b>		
Report No: 12 of 2018	Date: 12/19/2018	Contract No:
Facility Name: 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>	
<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> </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.</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>

1. <u>GENERAL INFORMATION</u>		
Report No:	10 of 2018	Date: 12/19/2018
		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)		
<ul style="list-style-type: none"> <li>• Survey received</li> </ul>		
b. Status of activities in progress this month (attach additional pages as needed):		
<ul style="list-style-type: none"> <li>• Final design plans being prepared</li> <li>• Submitting permit applications to the USACOE, NYCDEP and NYSDEC</li> </ul>		
c. Activities scheduled (attach additional pages as needed):		

1. <u>GENERAL INFORMATION</u>		
Report No: 12 of 2018	Date: 12/19/2018	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 November were 162,000</li> <li>• Installed Manhole Rain Dishes throughout the Village on December 10, 2018. List of locations attached.</li> </ul>		
b. Status of activities in progress this month (attach additional pages as needed):		
<ul style="list-style-type: none"> <li>• Seek alternatives to phone line communication from pump stations</li> <li>• Replace check valve assemblies at North Main Street Pump Station</li> <li>• Replace sand and clean underdrain pipes in the sand filters</li> <li>• Mudwell Pump #1 seized. Replacement needed as soon as possible</li> </ul>		
c. Activities scheduled (attach additional pages as needed):		
<ul style="list-style-type: none"> <li>• Repair/rebuild CIP System</li> <li>• Repair/rebuild ground hog grinder at Carmel Avenue Pump Station</li> </ul>		

## Manhole Rain Dish Locations

### Installed December 10, 2018

Rt 22 across from South entrance of Norms  
Back exit of WR repair service next to Wells Park  
99 Oak  
92 Oak  
56 Oak  
27 Oak  
Intersection of Oak and Prospect  
Prospect and Eastview  
Wells and North Main  
Don's Auto on North Main  
North Main Deli  
North Main Deli (2)  
536 No Main  
514 No Main  
Rt52 across from Michael Newmer Dr  
476 Rt52  
End of Oak on Rt52  
FBS church Rt52  
End of Hoyt Rt52  
62 Marvin  
Rt52 and Michael Newmer Dr (Installed 11-14)



## NOVEMBER, 2018 Code Enforcement Report

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

### NOVEMBER, 2018 SUMMARY REPORT

A.2555 BUILDING FEES = \$1,272.50  
A.1560 SAFETY INSPECTION = 1,380.00

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TOTAL FOR NOVEMBER = \$2,652.50

PERMITS: 6

VIOLATIONS: 16

TOTAL COs, CCs: 5

INSPECTIONS 2

VILLAGE OF BREWSTER, NY  
PLANNING BOARD REPORT

Nov. 27, 2018

Rick Lowell, Chairman  
Rick Stockburger, Vice-Chairman  
David Kulo  
Janet Ward  
Marti Foster

Greg Folchetti, attorney- Costello & Folchetti  
Todd Atkinson, PE – J.R. Folchetti & Assoc.  
Cathy Chiudina, secretary

Meeting Dates: Nov. 27, 2018, Oct. 30, 2018,

Meeting Date: Oct. 30, 2018 7:30pm

Present: Rick Lowell, Rick Stockburger, Janet Ward, Marti Foster, David Kulo, Todd Atkinson, PE, Greg Folchetti, attorney

Agenda: Public Hearing: Dominos Pizza, 162 Main St.

The meeting opened at 7:30pm.

The public hearing was opened at 7:30pm promptly. There being no members of the public present, the public hearing was closed at 7:32pm.

The regular meeting was opened following the public hearing. Domino's was represented by attorney Mr. Ligouri. Further discussion was held in regard to receiving deliveries of restaurant supplies by truck, and the parking of the truck, in formulation of Condition #15 of the Final Site Plan Approval Resolution. Said condition called for deliveries to be restricted to the hours between 1am to 6am and ..."shall not impede traffic on Main St. or Oak St."

The resolution was passed by unanimous vote.

There was discussion between the board and attorney Folchetti regarding the viability of making a waiver of parking requirements for the library site plan. The opinions expressed were on both sides of the question and the board felt undecided.

Minutes of the August 28, 2018 meeting were approved.

Meeting closed at about 8:20 pm.

Meeting Date: Nov. 27, 2018 7:30pm.

Present: Rick Lowell, Marti Foster, David Kulo, Todd Atkinson, PE, Greg Folchetti, attorney.

The meeting opened at 7:30pm.

First item: 530 N. Main St. presented by Dr. N. Aqeel. This project, a proposed 12 unit apartment building is presented for review and referral to the village Bd of Trustees, the Lead Agency. The planning board members reviewed the revised plans and passed a Positive Referral with the condition that the property include a sidewalk along the length of the property on Wells St. The Referral is being prepared.

Second Item: Brewster Library site plan. Discussion of the parking requirement for the expansion project turned on the determination of the actual number of spaces required under the correct classification of the building by use, and the actual floor space accessible to human occupancy, ie: total usable floor area less floor area occupied by bookshelves, desks, tables, etc. this was determined to be approximately half of the new floor space (the parking requirement of the original building is grandfathered and not under consideration). This led to the conclusion that the expanded library

would require an additional nine parking spaces which will be provided under a letter of agreement to be provided by the supervisor of the Town of Southeast. The Resolution waiving the requirement of the nine spaces is being prepared.

Third Item: Domino's 162 Main St. represented by Scott Shearing, project engineer, requested a change to Condition #15 of the site plan resolution passed at the last meeting. This is due to the difficulty the owner has discovered of scheduling deliveries between the early morning hours originally assured possible. After much discussion a motion was made and passed to delete Condition #15 and to replace it with the following:

"Restaurant supply delivery times are to be discouraged between the hours of 6:00am and 8:00am to the best of the proprietor's ability. Any delivery truck is to park parallel to the building frontage no nearer than thirty-five feet from the edge of the Oak Street intersection pavement. Signage to indicate that street parking spaces are for Domino's customers only are to be erected by the property owner."

Respectfully,

Rick Lowell  
Chairman

