

VILLAGE OF BREWSTER

BOARD OF TRUSTEES

May 15, 2013

Minutes

The Board of Trustees of the Village of Brewster continued a Public Hearing and held a Regular Meeting at 7:30PM, on May 15, 2013 at Village Hall, 50 Main Street, Brewster, New York 10509.

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

Mayor Schoenig motions to continue the public hearing for Caché Special Exception Use Permit to operate a cabaret at 55 Main Street, Brewster, NY 10509, Trustee Stockburger 2<sup>nd</sup> all in favor 5 to 0.

Public Hearing (cont'd) – Caché Special Exception Use Permit – **Applicant has requested a postponement until the June 5, 2013 Board of Trustees meeting.**

Mayor Schoenig motions to continue the Public Hearing on June 5, 2013 at Village Hall, 50 Main Street, Brewster, NY 10509, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0.

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

**Regular Meeting**

1. Monthly Reports for April 2013

- 1.1. Engineer's Report – Deputy Mayor Piccini motions to accept the engineer's report (attached to these minutes) and authorize the Mayor to close the MS-4 Annual Report comment period, sign and submit the annual report, Trustee Stockburger 2<sup>nd</sup> all in favor 5 to 0.
- 1.2. Police Report – Mayor Schoenig motions to accept the April Police Report (attached to these minutes), Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0.
- 1.3. Code Enforcement Report – Neither Code Enforcement Officer was able to make the meeting but the report (attached to these minutes) was provided to the Board of Trustees. Trustee Bryde mentions the windows on the 2<sup>nd</sup> floor over the Pizza Place II are unsightly. Code Enforcement will be informed. Deputy Mayor Piccini motions to accept the Code Enforcement Report for April, Trustee Stockburger 2<sup>nd</sup> all in favor 5 to 0.
- 1.4. Planning Board Report – Mayor Schoenig motions to accept the Planning Board Report (attached to these minutes) for April, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0.
- 1.5. Zoning Board of Appeals Report (report attached to these minutes) – Advanced Auto parts made an inquiry regarding a sign. That is all the activity for the month. Mayor Schoenig motions to accept the ZBA report for April, Trustee Stockburger 2<sup>nd</sup> all in favor 5 to 0. Mr. Ruchala will email his written report to the board.

2. FY2014 Tax Warrant (June 1, 2013) – approval of relievs. Deputy Mayor Piccini motions to authorize the Mayor to sign the Tax Warrant as adjusted by utility payments received between May 15<sup>th</sup> and May 20<sup>th</sup> when the Warrant will be sent to the County, Trustee Boissonnault 2<sup>nd</sup> all in favor 5 to 0.

3. Market Demand & Niche Marketing Report update – Deputy Mayor Piccini. Ellen Pemrick, who did the original study (copy on our website) offers to revise the entire deliverable for approximately \$9,000 or just the metrics contained therein for approximately \$4,000. Kevin Callahan is offering to do a Market Demand Study (metric analysis) for \$1,250. Deputy Mayor Piccini is supporting Kevin Callahan's proposal up to \$1,000. Deputy Mayor Piccini motions same as long as the result is more robust than the sample previously provided with Mr. Callahan's proposal, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0.

4. Correspondence sent - received for April, 2013 – Trustee Bryde motions to accept Correspondence Sent & Received for April, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0.
5. Minutes for approval – May 1, 2013 Trustee Bryde motions to approve the May 1, 2013 minutes, Trustee Boissonnault 2<sup>nd</sup> all in favor 5 to 0.
6. Vouchers Payable – Trustee Bryde reviewed the vouchers payable and found everything in order.

6.1. A	General	\$29,282.85
6.2. F	Water	312,693.78
6.3. G	Sewer Operations	61,116.67
6.4. H10	Waste Water Capital	5,463.78
6.5. H61	Wells Brook Retrofit	3,028.90
6.6. H62	Tonetta Brook Retrofit	3,010.90
6.7. TA	<u>Trust &amp; Agency</u>	<u>1,834.36</u>
	<b>Total Vouchers Payable</b>	<b>\$416,431.24</b>

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

7. Other Business
  - 7.1. Deputy Mayor Piccini
    - 7.1.1. Budget Transfers as presented motioned for approval by Mayor Schoenig, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0.
  - 7.2. Trustee Bryde
    - 7.2.1. Thanks the Clerk for notifying the board of receipt of the check from the school district for their share of the GSS study.
    - 7.2.2. Thanks the Clerk for returning from vacation and communicating quickly and effectively with the Board of Trustees.
    - 7.2.3. NY Alert – Town of Southeast has the same issue of little participation and suggests another mail insert be included with the July water bill.
    - 7.2.4. Did anyone attend the Transportation presentation at Town of Southeast Board meeting? No.
    - 7.2.5. Team Brewster meeting notes taken by Trustee Stockburger need to be disseminated for to the Board members who did not attend.
    - 7.2.6. Garden Street School broken glass on the ground complaint was resolved.
    - 7.2.7. Unable to attend Women of Distinction.
  - 7.3. Mayor
    - 7.3.1. Visited Yonkers Wastewater Treatment plant with Trustee Boissonnault & Trustee Bryde. The scope of operations is enormous in comparison to the Brewster WWTP. The operator does not believe we should be spending so much money on repairs since the plant is relatively new. The operator would like to respond to any WWTP Operator RFP that might be sent out. He believes that money can be saved.
8. New Business
  - 8.1. Trustee Bryde - Pattern for Progress event on June 17<sup>th</sup> at 8AM on a Monday. The Clerk will attend and encourages other participation from the Board of Trustees.
  - 8.2. Mayor Schoenig – CAP is providing the summer intern program again the year. The Clerk will conduct the interview and keep us informed.
9. Public Comment
  - 9.1. Lydia Nioras asks if her evicted tenant showed up for court? Unknown. After consultations with Village Counsel, the Mayor will cancel the Parking Permit in question, and reissue a new one to Ms. Nioras.
    - 9.1.1. Rick Stockburger requests the number of the canceled parking permit so he can enforce.
  - 9.2. Regarding Caché, Ms. Nioras says there is an adult entertainment definition in our code but that is not what Nelson Colon is applying for. Ms. Nioras has no issue with a general cabaret only, but she does not want to see an adult use of that facility as she rents to a demographic that would not look favorably on such a use. Ms. Nioras suggests the Village impose conditions if granting the special exception use permit but supports a general use cabaret.
  - 9.3. Rick Stockburger

- 9.3.1. Only half the village got recycle pickup today. No one on Oak Street got pickup, not sure what other streets.
- 9.3.2. NY Alert should be a major display at Founders Day – we should get the Town of Southeast & Putnam County involved in that display. There was an electronic sign at last year's Founders Day for bike alerts. Could that be used for NY Alert? Unknown as to who provided the sign. We should still look in Public Service Announcements on the Fire Department electronic sign and the Brewster Schools electronic sign before Hurricane season.
- 9.4. Training at Saratoga. Rick Stockburger provides the Planning Board attendees' comments as relate to Planning, Zoning & Comp Plan revisions. Floating zones can be modified independently of the rest of the Comp Plan and then update the relevant Zoning Code. Include plans for signage when planning the sidewalks renovation. We need a public bathroom. We do have a Village of Brewster Facebook page but we need to expand our social media presence. We need to work with County Planning on streamlining the 239-M process with Memorandums of Understanding. Complaints received can have the name of the complainant redacted and there is no need to release who provided the complaint. The Code Enforcement officer becomes the complainant once the complaint is received. The Village should be overt in their intentions toward development and disseminate information through channels such as the Putnam County Economic Development Agency. Ask John Nolan for pro-forma Floating Zone language. Form-based zoning generalizes the form and appearance rather than the use and should also be addressed by the Village. The consensus was the training was definitely worth the cost and we should attend as often as possible. Training material changes from year to year so it is not redundant. Suggestion to submit 239-M to county and receive responses via email to speed up the process and maintain the 30 day receipt window.
10. Trustee Boissonnault motions to adjourn, Trustee Stockburger 2<sup>nd</sup> all in favor 5 to 0.

**VILLAGE OF  
BREWSTER POLICE  
DEPARTMENT  
MONTHLY REPORT**

**APRIL 2013**

**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 April 2013

TICKETS	
Uniform Traffic Tickets:	181
Parking Tickets:	86
Local Ordinance:	4

<b>TOTAL TICKETS</b>	<b>271</b>
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<b>TAXI INSPECTION</b>	<b>47</b>
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ARRESTS	
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Caban Suspended License  
Oddo Suspended Reg  
Romano Larceny  
Villani Suspended Reg  
Perro Suspended License  
Baumgardt Assault

<b>TOTAL ARRESTS</b>	<b>6</b>
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SECURITY VISITS PATROL	
Sewer:	141
Water Tank:	120
Well Field:	76

<b>SECURITY VISITS</b>	<b>337</b>
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FOOT PATROL	HOURS
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Main Street:	82
M.T.A Station:	89

Residential:	16
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<b>TOTAL HOURS</b>	<b>187</b>
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Administration:	5
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<b>911 CALLS</b>	<b>61</b>
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Walk in-Pickup Compls	20
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Court Hours Village	18
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Court Hours S.E.	39
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VEHICLE	
Repairs:	\$960

MILEAGE	
7K-245	1407
7K-246	1427
7K-243	536
DWI	0
Mileage Total:	3370

Fuel:	436
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PARKING ENFORCEMENT			
P.E.O Stockburger -	Hours:		37
	Tickets:		20
P.E.O Gianguzzi	Hours:		14
	Tickets:		17

(Officers in Station with Reports)

Security Detail (2 Officers)

Security Detail (2 Officers)

## 911 DISPATCHED CALLS – 61

**AIDED CASE – 9**

**E.D.P. – 4**

**VEHICLE ACCIDENT – 3**

**911 HANG UP – 9**

**DISPUTE – 5**

**DOMESTIC DISPUTE – 3**

**ASSAULT – 1**

**BURGLARY – 1**

**LARCENY – 2**

**FIRE ALARM – 5**

**BRUSH FIRE – 1**

**HARASSMENT – 4**

**INTOX PERSON – 2**

**CRIMINAL MISCHIEF – 1**

**DISORDLEY MALE – 1**

**SUSPICIOUS PERSON – 3**

**SUSPICIOUS ODOR – 1**

**SUSPICIOUS PACKAGE – 1**

**OPEN FIRE – 1**

**WIRES DOWN – 2**

**HOMELESS PERSON – 1**

**LOST KEY'S – 1**

# **VILLAGE OF BREWSTER POLICE**

## **SELECTIVE TRAFFIC ENFORCEMENT**

**APRIL 2013**

**STOP SIGN – 9**

**SPEED – 5**

**CELL PHONE - 21**

**SEAT BELT – 5**

**D.O.T. TRUCK ENFORCEMENT – 78**

**VTL ARRESTS – 4**

**RED LIGHT – 5**

**FAIL TOO YIELD TO PEDESTRIAN – 1**

**TOTAL – 128**

1. <b>GENERAL INFORMATION</b>		
Report No: 5 of 2013	Date: 5/15/2013	Contract No:
Facility Name: <b>VOB / WASTEWATER TREATMENT PLANT</b>		
2. <b>ENGINEERS STATUS OF PROJECT</b> (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. <b>Activities completed this month (attach additional pages as needed)</b>		
<ul style="list-style-type: none"> <li>• The average daily flows at the plant were 123,000 in February and 126,000 in March.</li> </ul>		
<ul style="list-style-type: none"> <li>• One of two CMF Air Compressors was repaired by IACONO, Inc. during the week of 4/14/13. Each of the two compressors is back in-service and functioning.</li> </ul>		
<ul style="list-style-type: none"> <li>• Requisite annual inspection of the Chemical Bulk Storage (CBS) System installed at the wastewater treatment plant was completed by CJS Engineering on 4/17/13.</li> </ul>		
<ul style="list-style-type: none"> <li>• A representative from Scales Industrial was on site on 4/19 to discuss provision of a maintenance service contract for CMF Compressor as a replacement to current service provider IACONO Incorporated. STES Operations Staff have complained that IACONO, Inc. is often slow to respond when CMF Compressors need repair. Scales Industrial representative also discussed options for replacing the aging compressors currently installed. Scales Industrial recommended a performance test of the CMF Pneumatic System to determine actual air demand and pressure ratings under actual operating conditions.</li> </ul>		
b. <b>Status of activities in progress this month (attach additional pages as needed):</b>		
<ul style="list-style-type: none"> <li>• Scales Industrial to complete performance testing of the CMF Pneumatic System to determine air demand, pressure ratings and run times of CMF Compressors. Performance test results, under actual operating conditions, will be used to optimize existing CMF Compressor operation and to size replacement compressors when the need arises.</li> </ul>		
<ul style="list-style-type: none"> <li>• Continue adjusting and evaluating sludge thickening process.</li> </ul>		
<ul style="list-style-type: none"> <li>• STES will evaluate CMF Units 1 and 3 and make recommendations for additional membrane module purchase/replacement.</li> </ul>		
c. <b>Activities scheduled (attach additional pages as needed):</b>		
<ul style="list-style-type: none"> <li>• Conduct an evaluation of alternative air compressor equipment/manufacture for the CMF Pneumatic System. The existing CMF Air Compressors, manufactured by Atlas-Copco, are beginning to require more frequent costly maintenance and unscheduled repairs. Replacing the existing CMF Air compressor with new units may be more cost effective at this time.</li> </ul>		
<ul style="list-style-type: none"> <li>• Continue ordering equipment and materials for scheduled preventive and corrective maintenance work.</li> </ul>		
<ul style="list-style-type: none"> <li>• Investigate the installation of a gravity pipe system to direct additional balance water (secondary effluent) to the thickener to improve sludge thickening operation.</li> </ul>		







**VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 5 of 2013	Date: 5/15/2013	Contract No:
Facility Name: <b>VOB / SAFTEA LU SIDEWALK</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:)	
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> <li>• Discussion with NYSDOT on May 2<sup>nd</sup> on select review comments.</li> </ul>
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> <li>• Working Route 6 travelway boundary from old NYSDOT boundary maps.</li> </ul>
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> <li>• Resubmit Engineering Report to NYSDOT once SEQRA and Public Comment is complete</li> <li>• Begin design of SAFTEA-LU Project upon NYSDOT Engineer Report approval</li> <li>• Schedule a public hearing, required by DOT, in May/June to get comments from Village residents and to start SEQRA.</li> </ul>

**VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT**

<b>1. GENERAL INFORMATION</b>		
Report No: 5 of 2013	Date: 5/15/2013	Contract No:
Facility Name: <b>VOB / EPA Stormwater Phase II Regulations</b>		

<b>2. 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. 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 number of cubic yards of sand cleaned up throughout the Village</li></ul>
<b>b. Status of activities in progress this month (attach additional pages as needed):</b>
<ul style="list-style-type: none"><li>NYSDEC Annual Report posted to Village website on April 3, 2013</li><li>NYSDEC Annual Report open for thirty day comment period on April 4, 2013</li><li>No comments on NYSDEC Annual Report received as of May 3, 2013</li></ul>
<b>c. Activities scheduled (attach additional pages as needed):</b>
<ul style="list-style-type: none"><li>Mayor to sign Certification Page of Annual Report at Village Board Meeting on May 15, 2013</li><li>Send Annual Report to NYSDEC on May 22, 2013</li><li>Await NYSDEC comments on 2012-2013 Annual Report</li></ul>

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# April 2013 Code Enforcement Report

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

## APRIL 2013 SUMMARY REPORT

**BUILDING FEES = \$2,140.00**  
**SAFETY INSPECTION = 300.00**  
**TOTAL FOR JANUARY = \$2,440.00**

**PERMITS: 8**

**FIELD INSPECTIONS: 3**

**FIRE INSPECTIONS: 16**

**TOTAL COs, CCs 12**

**PROPERTY REGISTRATION**  
**PENDING**

**APPEARANCE TICKETS ISSUED: 2**

**ORDERS TO REMEDY: 9**

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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 April 23, 2013***

**Board Members in Attendance:**

David Kulo, Chairman  
Rick Stockburger, Assistant Chairman  
Renee Diaz  
Tyler Murello  
Mark Anderson

**Board Members not in Attendance:**

None

There was no new business.

The Planning Board discussed the highlights of the Saratoga and what could be implementing to our Comprehensive Plan. Below reflects our collective insights we would like to provide the Board of Trustees:

**Comprehensive Plan:**

- Assets of the Village must be clearly identified.
- The Comprehensive plan can be used to rally a good project consistent with the plan not specified in a district or zone.
- When zoning changes do not produce the sought after results, it is imperative to read the comprehensive plan and determine why the vision of the plan is not consistent with the development patterns which have happened.
- Change will never happen unless changes in street design - access and beautification - are reflected in our zoning laws but particular in the Comprehensive Plan. Planning and Zoning can be agents of change

**Transit Hubs**

- Essentials of Sustainable Growth - evidence from real estate and other tracking data showed compelling evidence for urban development in higher density neighborhoods that are walkable, less dependent on cars and have transit options. Green development's economic sense in the new economy and Brewster has the assets already to support this.
- Complete Streets - presented examples of small to greater capital improvements that encourage shared access to the neighborhood. Capital improvements work in collaboration with Town and Village

governments, various departments, business, school district and interests groups. Village must develop partnership to share costs and assist in making design changes.

- Transit hubs, such as Brewster, are being more encouraged. This means redeveloping some of the assets we have and making improvements such as Street level lighting, underground wiring and public bathrooms, to make the Village more inviting.

### **Social Media**

- Many of the presenters at Saratoga were younger than on past occasions and that there was much focus on social media, on which Brewster is currently invisible. The Village needs to get out the message that it is looking at big changes and that along that path incremental steps will be taken.
- A Facebook page with nice photos was needed because it is requisite that the Village as a desirable locale be sold. This a very effective tool to utilize at a low cost.

### **Legal and Finance**

- Do's and Don'ts - highlighted the importance of constancy and transparency in our planning decisions. The reputation of the planning board and trustees can be devastation if they refuse or fail to work with applicants - or as this session revealed - downright dishonesty.
- It is legal to redact the names of complainants to the Board, and that the respondent only needs to know the details of the complaint and not who filed it, as the building inspectors can investigate the gravamen of the complaint and go to court if need be.
- Investment in the Village is required, be it form based or floating zones.
- Minutes of the Zoning Board of appeals needn't be verbatim, that there could be Memorandums of Understanding between the County and each of the Board of Trustees, the Zoning Board of Appeals and the Planning Board, that no response from the County may be construed as a positive response and that a comprehensive plan can be tailored to fit the dynamics of each individual situation.

### **Consultants and Implementation**

Include a professional consultant to help figure out the break-even point on initiatives costs with the needs of promoting local business. Goals should be clear with a mechanism to achieve them in or to encourage developers to make investments. Such partnerships between the public and private sector are essential.

Using social media is a good place to promote the vision of the comprehensive plan and younger people could easily be drawn to Brewster as a walkable transit high destiny community which studies show they seek. And tax increasing should be enacted if need to achieve goals that have strong support and offer strong tax base in the future and higher property values enjoyed be all.

David Kulo  
Chairman, Planning Board  
May 15, 2013

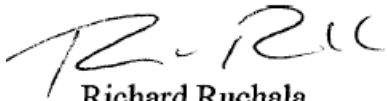
Richard Ruchala  
12 Main Street PMB 267  
Brewster, NY 10509

Village of Brewster  
50 Main Street  
Brewster, NY 10509

May 14, 2013

To Village Board of Trustees:

There has been no meeting of the Zoning Board of Appeals this month. There was one inquiry about a sign. Advanced Auto Parts, next to Gina's Nails needed a variance for color. They will let me know if they plan to apply. They were sent the application.

A handwritten signature in black ink, appearing to read 'R. Ruchala', written in a cursive style.

Richard Ruchala  
Zoning Board of Appeals  
Chairman