

VILLAGE OF BREWSTER  
BOARD OF TRUSTEES  
November 6, 2013  
REGULAR MEETING

Minutes

The Board of Trustees of the Village of Brewster held a Regular Meeting on November 6, 2013 at 7:30 PM at Village Hall, 50 Main Street, Brewster, NY 10509.

Attendees:

Mayor: James Schoenig

Deputy Mayor and Trustee: Christine Piccini

Trustees; Tom Boissonnault, Mary Bryde, Terri Stockburger

Village Engineer:

Village Counsel: Anthony Molé,

Clerk & Treasurer: Peter Hansen

Absent:

John Folchetti

Pledge to flag.

Notation of Exits

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

Regular Meeting

1. Special Exception Use Permit – 13, 13A, 15, 17 Prospect Street – Mr. Degnan, Managing Director and CEO of PPG Inc., provides an overview of his plans to modify these properties into a more conforming, more restrictive use than current. Mr. Degnan cites Village Code Article 263-29 “change in non-conforming use” which seems to be a much better fit for these plans and ZBA Counsel Folchetti pointed this out to the applicant. The current use subjects Prospect Street to a good deal of traffic from the varied commercial uses at this location. The proposed uses is expected to limit the traffic considerably. Mr. Degnan describes the existing structures and uses in detail and goes on to describe the proposed changes to the structures to convert all uses to residential. Mr. Degnan says; there will be no other uses other than residential and the remaining garages will be used for rental unit tenant parking – no other purpose. Mr. Degnan notes that he received a letter from Antoinette Heit when he originally filed for a zoning variance for this project. Counsel Molé says that her letter’s content should be shared at the Public Hearing. Mayor Schoenig discusses with Counsel Molé sending this package to the Planning Board for review and a report with the intention to receive a response from the Planning Board (and Putnam County Planning-239-m) and to set the Public Hearing for December 18, 2013. Mayor Schoenig so motions, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0. The procedure was then summarized as; if the special exception use is granted, then apply to ZBA for variances (other than use), then if granted, site plan review by Planning Board. Each board has an application fee and requires professional fee escrow be maintained to cover engineering, attorney and any other professional services needed specifically for this project.
2. Budget report Year to Date – Hansen states the revenues and expenses are tracking to plan. Deputy Mayor Piccini asks if there are any unbudgeted needs on the horizon. Hansen says other than agenda item 4 there are none at this time.
  - 2.1. FY 2013 Unappropriated Fund Balances at the end of FY 13:
    - 2.1.1. Water \$173,893 (see agenda item 4) available
    - 2.1.2. Sewer \$11,637 available
  - 2.2. Capital Reserve designation: –
    - 2.2.1. Trustee Stockburger motions to set aside \$75,000 to Capital Reserve, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0. A further designation may be made later in the budget year after we have a better handle on financial performance.
    - 2.2.2. Sewer \$5,000 Mayor Schoenig motions to set aside \$5,000 to the Capital Reserve in the Sewer Fund, Trustee Stockburger 2<sup>nd</sup> all in favor 5 to 0.
3. 2014 Truck bid award: Mayor Schoenig motions to award the 2014 truck bid to Park Ford of Mahopac in accordance with the specification and bid documents in the amount of \$61,250, Trustee Boissonnault 2<sup>nd</sup> all in favor 5 to 0.

4. Pump House Control Panel and related work: NTE \$30,000 – Mayor Schoenig motions to approve the expenditure up to \$30,000 to rebuild the Pump House control panel according to the quote received, Trustee Stockburger 2<sup>nd</sup> all in favor 5 to 0.
5. Court Audit Review and Resolution – Mayor Schoenig thanks Trustee Bryde for conducting the 2013 court audit. Deputy Mayor Piccini motions to accept and submit to Office of Court Administration the audit conducted by Trustee Bryde, Mayor Schoenig 2<sup>nd</sup> all in favor 5 to 0.
6. PACE proposal for public outreach and consultation services regarding the Comprehensive Plan Update.
  - 6.1. Price for all options: \$20,050 – Mayor Schoenig notes this is an excellent organization with a national reputation for land use matters and a good price for the work proposed which will facilitate the Comprehensive Plan Update. The proposal is for PACE to conduct the public charettes, consult with the Comprehensive Plan Update Committee and provide a report. Mayor Schoenig motions to approve the scope of work dated November 1, 2013 and associated cost of \$20,050, Trustee Stockburger 2<sup>nd</sup> all in favor 5 to 0.
7. Comprehensive Plan Committee Meeting Dates –Deputy Mayor Piccini says future meetings will be designated at the next meeting on November 13, 2013. The Board of Trustees will then set Work Sessions at the November 20, 2013 regular meeting and order the dates to be publicly noticed. Mayor Schoenig notes that Envision meetings should be changed to 2<sup>nd</sup> and 4<sup>th</sup> Thursdays or similar so Team Brewster can resume meeting on the first Thursday of the month.
8. Minutes October 2, 2013 & October 16, 2013 –
  - 8.1. Trustee Bryde motions to accept the minutes of October 2, 2013, Trustee Boissonnault 2<sup>nd</sup> all in favor 5 to 0.
  - 8.2. Trustee Bryde motions to accept the minutes of October 16, 2013, Trustee Boissonnault 2<sup>nd</sup> all in favor 5 to 0.
9. Vouchers Payable – Trustee Bryde reviewed the vouchers payable and found everything in order.
 

9.1.	A	General	\$36,740.30
9.2.	C	Refuse/Garbage	710.05
9.3.	F	Water	250,536.180
9.4.	G	Sewer	46,662.08
9.5.	H10	Waste Water Treatment Capital	1,360.00
9.6.	TA	Trust & Agency	2,107.65
Total Vouchers Payable			\$338,116.26

Mayor Schoenig motions to approve the vouchers payable as delineated, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0.
10. Other Business
  - 10.1. Deputy Mayor Piccini – Ms. Piccini notes the Greenway Grant press release has gone out and the funds are designated for the Comprehensive Plan Update. Ms. Piccini also notes the official village paper, Putnam Press-Times, has an earlier publication deadline and that all boards have been informed of the change.
  - 10.2. Trustee Stockburger – Discusses coordinating with Trustee Boissonnault on a welcome packet of information to be distributed to new tenants and homeowners advising them of the services in our community, the do's and don'ts they should be aware of, trash and recycling, parades and celebrations, parking, and other items of interest. Trustee Boissonnault says that Mark Anderson is very interested in being consulted about this communication so tenants have a better understanding of their community.
    - 10.2.1. Trustee Stockburger also notes that it is time to take flower baskets down.
  - 10.3. Trustee Bryde – We need a decision on Wagner water bill dispute. Mayor Schoenig says we have been down this road before and unfortunately they are responsible for the water that went through the meter. The board concurs. Hansen to notify them of the outcome. Trustee Bryde asks about the Jessica Lopez (summer intern) survey – Hansen says he is not certain it was filled out and will double check. Trustee Bryde also notes that the ragamuffin parade was a successful event and it appeared everyone had a good time.
  - 10.4. Trustee Boissonnault – Spoke with Tony Hay about videos of meetings. Mr. Hay told him the cost was about \$300 per meeting. Trustee Boissonnault wants to televise our public charettes for the Comprehensive Plan Update. Mr. Boissonnault also suggests producing a television commercial advertising the charettes.
11. New Business
  - 11.1. Deputy Mayor Piccini - \$65 in overpayments received from the Court. Ms. Piccini also notes the Putnam Housing owner occupied survey and suggests we include a letter from the Village introducing the survey and Putnam county housing. The survey is meant to help qualified homeowners obtain funds for repairs and improvements to their homes. Perhaps have both the Mayor and Connie Fagan sign the letter might help people recognize that it is official communication and should not be ignored.

- 11.2. Trustee Stockburger – asks if there is money in the budget to buy holiday flags. Hansen says there are two or three budget lines that could be used and the funds available in each need to be checked. Ms. Stockburger asks about additional poles. Hansen says he has someone working on it but there has been no progress to date. Ms. Stockburger wants to place signs on sidewalks with the international symbol for “no bikes.”
- 11.3. Trustee Bryde – Veterans honoree Steve Mattson event; is anyone going? Mayor Schoenig says he intends to be there. Ms. Bryde notes that Aflac will be at Village Hall Thursday Dec. 5<sup>th</sup> to provide a lunch and learn. Employee paid insurance is available to anyone on the Village payroll and there is a wide assortment of policies.
- 11.4. Trustee Boissonnault – Bailey park currently torn up and occupied with construction of stormwater sewers. When construction is complete it will be put back in order.

## 12. Public Comment

- 12.1. No public comment.

13. Mayor Schoenig motions to go into executive session to discuss the FBS contract termination terms, Trustee Boissonnault 2<sup>nd</sup> all in favor 5 to 0. Mayor Schoenig motions to come out of Executive Session, resume the regular meeting and adjourn, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0.