

VILLAGE OF BREWSTER

BOARD OF TRUSTEES

March 19, 2014

Regular Meeting

Minutes

The Board of Trustees of the Village of Brewster held a Regular Meeting at 7:30 PM on March 19, 2014 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

Regular Meeting

Mayor Schoenig motioned to open the regular meeting, Trustee Bryde 2nd all in favor 5 to 0.

1. Little League parade permit – Mr. Donnelly appeared before the Board representing the Brewster Little League for the requested parade permit. A small float is included in the parade this year. Mayor Schoenig motions to issue a parade permit for the Brewster Little League for April 26th from 10AM to 12 Noon, assembly at Southeast Veterans Park begins at 9:30AM terminating at 12 Noon at Markel Park. In case of rain the parade will be held on April 27th with all fees waived, Trustee Stockburger 2nd all in favor 5 to 0.
2. Good Friday parade permit – George Sohn appeared before the Board representing St. Lawrence O’Toole for the Good Friday parade permit on April 18th from 7:30 to 8:45PM beginning at 121 Main St. (assembly at 7PM). The route is Main Street to Progress Street to Prospect Street and then to St. Lawrence O’Toole church. Deputy Mayor Piccini motions to approve the permit as written waiving all fees, Trustee Bryde 2nd all in favor 5 to 0.
3. Monthly Reports – February, 2014
 - 3.1. Police Report – Chief Del Gardo delivers the February Police Report. Deputy Mayor Piccini questions the vehicle repairs cost. Chief Del Gardo says the repairs are spread amongst all three vehicles and notes the 2010 Crown Victoria’s are aging out and costing us more in repairs. Trustee Bryde asks if Ray Fusco had gotten in touch regarding the cycling event. Chief Del Gardo did speak with Mr. Fusco and met with the Sherriff’s department this week to go over details. The next meeting is scheduled for April 12th. Our Village Police will be here for a training session prior to the event and will be made aware of the overall plans and responsibilities. We will have both our bicycles out on patrol operated by qualified officers. We recently brought a K9 unit back on the force and this will be used to assess packages, etc. to monitor for explosives. Trustee Bryde asks about the noise complaint. Chief Del Gardo says it was loud music and they turned it down right away. Trustee Bryde asks about the suspicious vehicle. Chief Del Gardo says it was a false alarm. The vehicle was being used to deliver the yellow phone book around the Village. Trustee Bryde asks about the K9 unit; what was the history behind this action? Chief Del Gardo explains there is no cost regarding this K9 unit other than the salary of the K9 officer. The MTA paid for and trained the dog and officer, Homeland Security will cover the ongoing costs of the K9 including the vehicle. The K9 will be used for the whole Village and the train station. Trustee Boissonnault motions to accept the February Police Report, Trustee Bryde 2nd all in favor 5 to 0. Copy attached to these minutes.
 - 3.2. Code Enforcement Report – Joe Hernandez delivers the February Code Enforcement Report. Trustee Boissonnault asks if the recycling date can be enforced as people are still putting out recycling for Wednesday pickup. Clerk Hansen will procure fluorescent stickers advising those who put the bags out on the wrong date of the Friday pickup. Mayor Schoenig asks about the outstanding property registration; what is still pending. Clerk Hansen says we had 45 at the last meeting and 36 at this meeting as appearance tickets have been issued. Mayor Schoenig asks if we can put a penalty fee for non-compliance. Village Counsel Molé says a penalty fee could be attached to the process or the Court could issue fines for those who do not comply. Mayor Schoenig

motions to accept the February Code Enforcement Report, Trustee Stockburger 2nd all in favor 5 to 0. Copy attached to these minutes.

- 3.3. Engineer's Report – John Folchetti delivers the February Engineer's Report. Deputy Mayor Piccini asks about the cycling event impact. Mr. Folchetti says equipment will be tidied-up in parking lot, as much as possible. Trustee Boissonnault says that Bailey Park was mentioned a couple of times in our Comprehensive Plan public meetings; how will the landscape look when finished? Mr. Folchetti says it will be leveled to the best extent possible with a slight grade from the sidewalk elevation toward the railroad tracks for normal runoff. Trustee Boissonnault asked about the Carmel Avenue Bridge report; overall rating was a 3, one change from the last inspection report showed that flagged items were mitigated by DOT with the placement of barrels on the side of the bridge. Still the overall rating of the bridge fell to a 3 out of 5. Mr. Folchetti asks if we received anything from the County regarding the Hazard Mitigation Plan that all county municipalities are supposed to participate in. The Carmel Avenue Bridge could be included as a hazard should the bridge be closed. Clerk Hansen and Mr. Folchetti will follow-up on the status of the County Plan and the Village will participate as needed.
 - 3.3.1. Mayor Schoenig motions to go into Executive Session to discuss the WWTP Operator RFI and contractual matters, Trustee Stockburger 2nd, all in favor 5 to 0.
 - 3.3.2. Trustee Boissonnault motions to come out of executive session and resume the regular meeting, Trustee Stockburger 2nd all in favor 5 to 0.
 - 3.3.3. Deputy Mayor Piccini motions to accept the February Engineer's Report, Trustee Stockburger 2nd all in favor 5 to 0. Copy attached to these minutes.
- 3.4. Planning Board Report – David Kulo delivers the February Planning Board report. Mayor Schoenig motions to accept the February Planning Board report, Trustee Boissonnault 2nd all in favor 5 to 0. Copy attached to these minutes.
- 3.5. Zoning Board of Appeals Report – Trustee Bryde asks what date the ZBA meeting was held on as the report does not indicate a date. ZBA met on February 10th. Trustee Bryde asks that the date of the meeting be included in the report from now on. Mayor Schoenig motions to accept the February ZBA report, Trustee Stockburger 2nd all in favor 5 to 0. Copy attached to these minutes.
4. Envision Brewster, change in meeting date & time
 - 4.1. Deputy Mayor Piccini motions to change the Envision Brewster meetings to once per month immediately following the Team Brewster meeting on the 1st Thursday of the month. Team Brewster will meet from 10 to 11AM followed by Envision Brewster at the same location, currently Walter Brewster House. The April 3, 2014 Team Brewster Meeting will be a Board of Trustees work session and PACE Land Use Law Center will conduct a public engagement session. Trustee Stockburger 2nd all in favor 5 to 0.
5. General Code annual recodification
 - 5.1. Deputy Mayor Piccini motions to approve the code update and delete the elected officials' page and authorize the Mayor to sign the Estimate letter for the annual update to the Village Code, not to exceed \$3,135 Trustee Stockburger 2nd all in favor 5 to 0.
6. Presentation of Preliminary Budget to Board of Trustees –
 - 6.1. Deputy Mayor Piccini motions to hold a budget work session and special meeting on 3/26/14 with additional budgetary discussions taking place at the regular meeting 4/2/14 and an additional budget work session 4/9 if needed, Trustee Stockburger 2nd all in favor 5 to 0.
 - 6.2. Mayor Schoenig motions to set a public hearing for budget to be held on 4/16/14 at 7:30 pm at 50 Main St. Brewster NY 10509 followed by the Regular meeting at 7:31 or as soon thereafter as time permits, Trustee Boissonnault 2nd all in favor 5 to 0.
7. Comprehensive Plan Committee Meeting date(s)
 - 7.1. No additional meetings are scheduled at this time. The PACE Land Use Law Center will deliver the public engagement report to the Committee on April 17, 2014 as previously noticed.
8. Minutes for approval – March 5, 2014
 - 8.1. Deputy Mayor Piccini motions to approve the minutes, Trustee Bryde 2nd all in favor 5 to 0.
9. Correspondence sent - received for February, 2014 – Mayor Schoenig motions to accept the correspondence sent received, Trustee Bryde 2nd, discussion; Trustee Bryde asked if there was a response to the Brian Walters letter? Mayor Schoenig says no. Jeanna Fritz Homeland Security letter – did we respond? Clerk Hansen says they are trying to wrap up the Hurricane Sandy claims. Jeanna Fritz must have handed the project off to another. Clerk Hansen provided the information requested in March. Trustee Bryde also noted that we had provided the Woman of Distinction information and we can provide June Offermann's phone number to Senator Ball's office for them to set

up a photo opportunity. Trustee Bryde asks if anyone attended the Homeland Security Military Affairs meeting. Clerk Hansen says no. Deputy Mayor Piccini asks about the Court Clerk Jean Macli jury trial – Clerk Hansen says we let the process play out as it happens. Trustee Bryde asks about the letter sent to MTA requesting one of their used K9 vehicles. Who will take care of the dog? Mayor Schoenig says our police officer will take care of the dog and Homeland security will offset the cost of the K9 car and the dog expenses for bomb sniffing dogs. All in favor 5 to 0.

10. Putnam County Real Property Tax Service Contract – authorization

10.1. Trustee Stockburger motions to authorize Mayor Schoenig to sign the contract, Trustee Boissonnault 2nd all in favor 5 to 0.

11. Letter of Support for Pattern for Progress

11.1. Trustee Bryde questions the purpose of the letter as it was confusing. Further investigation is needed. Tabled until 3/26/14 at the special meeting and budget worksession.

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

12.1. A	General	\$31,472.32
12.2. C	Refuse/Garbage	17,185.27
12.3. EN	Engineering & Professional Fees	1,472.24
12.4. F	Water	45,829.36
12.5. G	Sewer	74,221.79
12.6. H62	Wastewater Treatment Capital	1,380.70
12.7. H62	Tonetta Brook Retrofit	3,334.50
12.8. TA	Trust & Agency	4,080.07
Total Vouchers Payable		\$178,976.25

Mayor Schoenig motions to approve the vouchers payable, Trustee Stockburger 2nd all in favor 5 to 0. Clerk Hansen notes that the State has instituted an interest subsidy for the EFC bond issue used for the Waste Water Capital Project of 50%. The current Tentative Budget and future budgets reflect this reduction.

13. Other Business

13.1. Deputy Mayor Piccini – tomorrow is the last of 3 scheduled public engagement sessions at Village Hall from 10 AM to 12 Noon and walked the Village personally. Trustee Bryde asked what was the reaction of the shopkeepers; Deputy Mayor Piccini said virtually no one she spoke with recognized the subject. The Public Engagements notices generated 150 views on Facebook’s Envision Brewster Page. Jennifer Maher will attend, Rich Seidel will also attend. Tiffany Zezula came to the Brewster Hill Association to conduct that interactive engagement. Trustee Bryde complimented Tom on running a good meeting and for all the great participation from the residents.

13.2. Trustee Stockburger – bulk pickup date for this spring is April 30th. The Village will send out Pink post cards publicizing the date for bulk pickup and asking landlords to inform tenants. The Village will also provide high visibility stickers for those bags of recycles that are put out on the wrong day. Friday is Recycle pickup day and some people are not recognizing the change. The neon pink stickers will draw attention to the change in recycle pickup day.

13.3. Trustee Bryde –

13.3.1. Trustee Bryde asks about the affidavit of posting for the Standard Workday & Reporting Resolution – Clerk Hansen says the resolution was posted and needs to stay up for 30 days.

13.3.2. Putnam Community Foundation Arrears – Village Counsel Molé notes that any repayment schedule, partial payments, and or penalties cannot be imposed unless Village Code provides specific authority. Counsel advises this is a subject for Executive Session.

13.4. Trustee Boissonnault wants to understand the Bailey Park remediation better and stay on top of the situation to ensure we get a nice looking and usable park back when construction ends.

13.5. Mayor Schoenig has a meeting with Suburban Carting Thursday March 20, 2014 to discuss the additional charges they are trying to collect from those properties that utilize container service. Mayor Schoenig also has a meeting with Father Gill of St. Lawrence Church on Thursday March 20, 2014.

14. New Business

14.1. Deputy Mayor Piccini Comprehensive Plan public engagement survey deadline is April 4, 2014

14.2. Putnam CAP Community Connections – April 10, 2014 RSVP – Mayor Schoenig and Clerk Hansen will attend.

14.3. Putnam Community Foundation Anniversary Celebration March 23, 2014 – Trustee Stockburger will attend.

- 14.4. Trustee Stockburger is still having trouble finding off-the-shelf flag poles for our parking meter brackets. Trustee Stockburger and Rick Stockburger are currently trying to find a way to buy fiberglass poles and make flag poles with eyelet screws and finials. Further research is needed.
- 14.5. Trustee Bryde – VFW 75th anniversary 9/20/14, Journal publication ads due 1st week of August, ¼ page 35, ½ page 50, full: 100 color 250. Members of the Board will use their personal funds to address this request.
- 14.6. Trustee Boissonnault proposes anonymous “tip” line for code enforcement and make it a dedicated recorded response line with a request for date, location, nature of infraction, etc. Trustee Boissonnault motions to set up an anonymous code enforcement tip line with recordings in English and Spanish, Mayor Schoenig 2nd all in favor 5 to 0.
 - 14.6.1. Street cleaning machine. Mike Bruen is willing to meet and discuss a schedule for street cleaning using their street cleaning equipment. Trustee Boissonnault will take the lead on scheduling the street cleaning in coordination with TOSE and our DPW and inform the Board of the results.
 - 14.6.2. Trustee Bryde thanks the DPW for the excellent job they did all winter keeping the streets clear.
 - 14.6.3. Trustee Boissonnault – someone removed the old utility poles from the Prospect St. area and now the cement repair needs to be done. Also, there have been complaints that the windows of shops on Main Street were reportedly blocked by numerous posters and such. Code Enforcement has recently walked Main Street and found minimal violations. This may be a pre-conceived notion rather than an actual fact.
15. Public Comment
 - 15.1. Rick Stockburger –
 - 15.1.1. Asks that we do something to address the recycling that is put curbside on the wrong day. Fluorescent stickers will be purchased and printed to be attached to bags that are put curbside on the wrong day.
 - 15.1.2. Currently parkers with LAZ permits are permitted to park in Tri State Lot during construction of trackside north parking areas. Those displaced parkers can only park in Tri State. Mr. Stockburger asks for reminders to be printed warning non-compliant LAZ permit parking holders that a violation is may be issued. Mr. Stockburger will provide this warning to those parkers as a courtesy. Clerk Hansen will print notices that can be left as warnings to parkers who relocate to areas other than the Tri State parking lot.
 - 15.2. Jack Gress – Mary Ellen Odell gave a nice state of the county address and made favorable mention of the Village of Brewster.
16. Mayor Schoenig motions to go into executive Session to discuss Professional Planner and other contractual matters, Trustee Boissonnault 2nd action is possible after executive session all in favor 5 to 0.
17. Mayor Schoenig motioned to come out of executive session and resume the regular meeting, Trustee Boissonnault 2nd all in favor 5 to 0.
18. Putnam Community Foundation request for extended payment plan. Mayor Schoenig motions to deny the extended payment plan because our code does not allow for this process, Trustee Stockburger 2nd all in favor 5 to 0.
19. Trustee Stockburger motions to adjourn, Deputy Mayor Piccini 2nd all in favor 5 to 0.

**VILLAGE OF
BREWSTER POLICE
DEPARTMENT
MONTHLY REPORT**

February 2014

**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 2014

TICKETS	
Uniform Traffic Tickets:	84
Parking Tickets:	100
Local Ordinance:	0

TOTAL TICKETS	184
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TAXI INSPECTION	28
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ARRESTS	
Oliver	VTL-511
Oddo	VTL-511
Peiffer	VTL-511
Peiffer	VTL-511
Romano	VTL-511
TOTAL ARRESTS	5

SECURITY VISITS PATROL	
Sewer:	147
Water Tank:	113
Well Field:	62
SECURITY VISITS	322

FOOT PATROL	HOURS
Main Street:	76
M.T.A Station:	71
Residential:	14
TOTAL HOURS	161

Administration:	21
911 CALLS	40
Walk in-Pickup Complis	23
Assists:	16
Court Hours Village	24
Court Hours S.E.	53

VEHICLE	REPAIRS
	\$679

MILEAGE	
7K-245	1204
7K-246	1072
1065	1100

Mileage Total:	3376
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Fuel:	437
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PEO Stockburger	Tickets:	14
	Hours:	19
PEO Gianguzzi	Tickets:	12
	Hours:	20

(Security Detail) 2 Officers

(Security Detail) 2 Officers

911 DISPATCHED CALLS – 40

AIDED CASE – 15

D.O.A. – 1

VEHICLE ACCIDENT – 3

911 HANG UP – 9

DISPUTE – 2

FIRE ALARM – 2

HARASSMENT – 1

INTOX MALE – 2

CRIMINAL MISCHIEF – 1

WELFARE CHECK – 1

NOISE COMPLAINT – 1

SUSPICIOUS VEHICLE – 1

PARKING CONDITION – 1

VILLAGE OF BREWSTER POLICE

SELECTIVE TRAFFIC ENFORCEMENT

FEBRUARY 2014

STOP SIGN – 3

SPEED – 7

CELL PHONE - 10

SEAT BELT – 1

D.O.T. TRUCK ENFORCEMENT – 5

VTL ARRESTS – 5

RED LIGHT – 0

ONE WAY STREET – 0

PASSED STOPPED SCHOOL BUS – 0

TOTAL – 31

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 3 of 2014	Date: 3/19/2014	Contract No:
Facility Name: VOB / Tonetta Brook Tributary Stormwater Retrofit Project		

2.	ENGINEERS STATUS OF PROJECT ((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):
•	Brennan suspended work on February 7, 2014 due to weather
•	Overall Project remains 55% complete at 55% of the budget
b.	Status of activities in progress this month (attach additional pages as needed):
•	Work resumed March 12, 2014
c.	Activities scheduled (attach additional pages as needed):
•	Pre-drill Trackside North
•	Remove contaminated soils the week of March 17, 2014
•	Commence pipe work in Trackside North the week of March 24, 2014

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 3 of 2014	Date: 3/19/2014	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

2. ENGINEERS STATUS OF PROJECT (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 number of cubic yards of sand cleaned up throughout the Village • Completed review and update of Brewster Stormwater Management Program Plan to reflect activities during this reporting period • Completed calculations of sand and garbage collected during the reporting period for inclusion in Annual Report
b. Status of activities in progress this month (attach additional pages as needed):	
	<ul style="list-style-type: none"> • Have begun preparation of NYSDEC Annual Report
c. Activities scheduled (attach additional pages as needed):	
	<ul style="list-style-type: none"> • Present Annual Report to Village Board • Post Annual Report on Village website for public review and comment

February 2014 Code Enforcement Report



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

FEBRUARY 2014 SUMMARY REPORT

BUILDING FEES =	\$1,465
PROPERTY REGISTRATION =	45
SAFETY INSPECTION =	500
TOTAL FOR FEBRUARY =	\$2,010

PERMITS: 5

INSPECTIONS: 24
(Property Reg, Property Maintenance, Fire)

OPERATING PERMIT: 0

TOTAL COs, CCs: 3

APPEARANCE TICKETS ISSUED: 0

ORDERS TO REMEDY: 3

PROPERTY REGISTRATION PENDING: 36

STOP WORK ORDER: 0

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

Regular Meeting February 25, 2014

Board Members in Attendance:

David Kulo, Chair
Rick Stockburger
Renee Diaz
Tyler Murello

Board Member Absent:

Mark Anderson

Regular Meeting

The scheduled Public Hearing on Commercial Building 538 North Main Street 56.82-1-18 was cancelled. Public Hearing notice was not published accordingly. Public Hearing rescheduled on March 25, 2014, prior to regular meeting.

New Business:

St. Lawrence O'Toole Parish 67.26-2-15

The Trustees requested the Planning Board's recommendation to waive the moratorium on this project. The proposal is for an existing lawn behind 40 Prospect Street to be converted to a parking lot in order to expand the availability of parking for church purposes. The property is owned by the parish. Part of the house in the rear will be reduced to accommodate the improvements. In addition, the driveway would provide access (one way only).

The PB voted 3-1 to waive the moratorium under the following conditions:

- All parking be 9 X 20 feet.
- Two spaces dedicated to tenant of the house.
- Fence and screening keeping the property nice and doesn't offend the neighbors.

Pending Business:

There was no pending business.

Training 2014

David Kulo and Renee Diaz will not be attending the conference in Saratoga. Mr. Stockburger will coordinate with the remaining board members who express intent to go.

David Kulo
Chairman, Planning Board
March 18, 2014