

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
16 December 2015
Regular Meeting

Minutes

The Board of Trustees of the Village of Brewster held a Regular Meeting at 7:30 PM on 16 December 2015 at Village Hall, 50 Main Street, Brewster, New York 10509.

Attendees:

Mayor: James Schoenig
Deputy Mayor and Trustee: Christine Piccini
Trustees; Mary Bryde, Tom Boissonnault, Erin Meagher
Village Engineer: Todd Atkinson
Village Counsel: Anthony Molé,
Clerk & Treasurer: Peter Hansen
Village Police: John Del Gardo

Absent:

Pledge to flag.

Notation of Exits

Regular Meeting

Mayor Schoenig motions to call the meeting to order, Deputy Mayor Piccini 2nd all in favor 5 to 0.

1. Monthly Reports

- 1.1. Planning Board Report – Mayor motions to accept the Planning Board Report for Nov. 24th, Deputy Mayor Piccini 2nd all in favor 5 to 0.
- 1.2. Police Report – Chief Del Gardo delivers the November Police Report. Questions: Trustee Bryde asks about the 58 taxi inspections during the month. Chief Del Gardo said random inspections were conducted 24/7. Trustee Bryde asks about the 4 vehicle accidents. Chief says the accidents were in 4 different locations. Trustee Bryde asks about the disputes of 8 and the one domestic dispute. Chief Del Gardo says the disputes were between unrelated persons and the domestic dispute was between a husband and wife. Trustee Bryde asks about the loud house party and the time of the incident. Chief Del Gardo says there complaint was received at 10:45 PM and the call came in for a Center Street address. Trustee Meagher asks about the noise complaint source. Chief Del Gardo says Prospect Street. Trustee Bryde asks about the shots fired. Chief Del Gardo says the call came for all available hands at a scene in the Town of Southeast and Brewster PD was first on the scene. When the Sheriff arrived we stepped back and let them handle it. Trustee Bryde asks about the speeding tickets. Chief Del Gardo said most on Rte 22. Deputy Mayor Piccini asks if truck inspections were conducted on Main Street? Chief Del Gardo says no, we conduct inspections in the Tri State lot. Chief Del Gardo says there are a lot of trucks on Main Street early in the morning making deliveries, especially on Fridays. Deputy Mayor Piccini motions to approve the monthly report, Trustee Meagher 2nd, all in favor 5 to 0. Copy is attached to these minutes.

~~1.3. Code Enforcement Report~~

1.3.1. Trustee Bryde said this is the second month in a row without a report given. We have the monthly written report but no one to answer questions. Mayor Schoenig said this will carry over to next month when the past two and the next report will be discussed.

1.4. Zoning Board of Appeals Report – Mayor Schoenig motions to accept the ZBA report, Trustee Boissonnault 2nd all in favor 5 to 0. Copy is attached to these minutes.

2. Water Bond Refunding – savings are roughly double the estimate provided prior to issuance. We will save \$384,000 over the 25 years remaining on the bond and average a \$20,000 reduction in debt service each year. Debt service reduction will start in this budget year. Mayor Schoenig motions to approve the bond refunding under the terms proposed, Trustee Boissonnault 2nd all in favor 5 to 0.

3. Budget Transfers

3.1. General Fund

- 3.1.1. Insurance to Parks & Rec - \$(17,307.18)
- 3.1.2. Retirement to Parks & Rec - \$(7,777.61)
- 3.1.3. Net increase to Parks & Rec - \$25,084.79

- 3.1.4. Unbudgeted Revenue (grant): Law enforcement vests - \$2,065.00
- 3.1.5. Unbudgeted Revenue (grant): Law Enforcement Programs - \$2,640
- 3.1.6. Unbudgeted Revenue: (SEMA reimbursement) State & Emergency Disaster - \$4,180.30
- 3.1.7. Police Personal Expense net increase - \$2,640.00
- 3.1.8. Police Contractual net increase - \$6,245.30

3.2. Water Fund

- 3.2.1. Water Supply contractual increase - \$20,000
- 3.2.2. Water Fund contingency – \$(20,000)

Deputy Mayor Piccini motions to approve the budget transfers, Trustee Bryde 2nd all in favor 5 to 0.

- 4. Shared Services Agreement NYS DOT – Deputy Mayor Piccini motions to authorize Mayor Schoenig to sign, Trustee Meagher 2nd all in favor 5 to 0.
- 5. Engineer’s Report – Todd Atkinson delivers the November Engineer’s Report. Questions: Trustee Bryde asks about the traveling bridge filter and the outdated PLC. Mr. Atkinson says the controls have aged out and need to be replaced. Trustee Bryde asks if this is something that is commonly looked at by VRI? Mr. Atkinson says it is part of the ongoing preventative maintenance activities. Mayor Schoenig asks how VRI is doing with regard to maintenance at the plant. Mr. Atkinson says they are doing a much better job than STES. Trustee Bryde asks about the manhole inspections. Mr. Atkinson says this is part of the ongoing preventative maintenance. Trustee Meagher asks if the DEP Lab was left in good condition. Mr. Atkinson said it was left in reasonably good condition and there is no overt damage other than a few holes in the interior walls. Mayor Schoenig motions to approve the monthly report, Trustee Bryde 2nd all in favor 5 to 0. Copy is attached to these minutes.
 - 5.1. Mr. Atkinson says Mr. O’Donnell wants to put in a laundromat on North Main Street. Our Code requires dosing if effluent will exceed 1,000 gallons per day. There is really no way to accommodate dosing for this site so Mr. O’Donnell will need to request a waiver but the consumption and effluent needs to be better defined before moving forward.
- 6. Sanitation noise complaints – Trustee Meagher says Suburban Carting claims they do not pick up before 7AM but we have actual times recorded throughout the village that dispute this assertion. Mayor Schoenig says the easiest thing is to have our police write tickets to stop this activity. Trustee Meagher asks that we have Chief Del Gardo enforce the noise ordinance in the middle of the night. Mayor Schoenig says he will inform the Chief to enforce the noise ordinance to stop this activity from continuing to bother our residents.
- 7. County Taxi & Limousine letter – Counsel Molé will contact the County Law Department to discuss further and will advise the board at the January 6th meeting.
- 8. Minutes for approval –
 - 8.1. 17 November 2015, Special Meeting – Deputy Mayor Piccini motions to approve to November 17th minutes, Trustee Bryde 2nd all in favor 4 to 0. Trustee Meagher abstains.
 - 8.2. 18 November 2015, Regular Meeting – Trustee Bryde motions to approve the November 18th minutes Trustee Boissonnault 2nd all in favor 4 to 0. Trustee Meagher abstains.
 - 8.3. 07 December 2015, Organizational Meeting – Trustee Bryde motions to approve the December 7th minutes, Deputy Mayor Piccini 2nd all in favor 5 to 0.
- 9. Correspondence sent - received for October, 2015 – Mayor Schoenig motions to accept correspondence sent and received for October, Deputy Mayor Piccini 2nd all in favor 5 to 0
- 10. Vouchers Payable – Trustee Bryde reviewed the vouchers and found everything in order.

10.1.	A General	\$60,472.38
	10.1.1. A Fund total includes refunds in the amount of \$210.42	
10.2.	C Refuse/Garbage	17,536.22
10.3.	EN Engineering Fees Escrow	590.00
10.4.	F Water	13,655.49
10.5.	G Sewer	199,162.46
10.6.	H10 WASTE WATER TREATMENT CAPITAL	26,516.96
10.7.	<u>TA Trust & Agency</u>	<u>6,750.94</u>

Total Vouchers Payable \$324,684.45

Mayor Schoenig motions to approve vouchers payable as written, Deputy Mayor Piccini 2nd all in favor 5 to 0.

11. Other Business

11.1. Deputy Mayor Piccini –

- 11.1.1. Deputy Mayor Piccini was invited to attend a meeting with the Brewster School District regarding challenges and opportunities facing our Brewster schools going forward. Deputy Mayor Piccini responded from the Village perspective. Other meetings with different participants will take place or have taken place to further this endeavor. Deputy Mayor Piccini asked to be included in any final reporting on the subject and the School District said they would make it available.
- 11.1.2. Deputy Mayor Piccini said the newly adopted zoning code table appendix is now complete and has been sent to General Code. Once they codify all the local laws over the past year – sometime in February - they will be in a position to print Chapter 263 as needed. In the meantime electronic copies exist and have been distributed to all boards. Anyone who wants a hard copy should contact the Village Clerk.
- 11.1.3. Deputy Mayor Piccini says the Urban Renewal Plan is being reviewed by Planning Board and the deadline for response is mid-January.
- 11.1.4. Deputy Mayor Piccini says Fee Schedule modifications are the next task to be addressed.
- 11.1.5. Deputy Mayor Piccini says some funds were made available to do the next phase of the county wide economic study.

11.2. Trustee Meagher

- 11.2.1. Trustee Meagher followed up on the “big belly” trash cans. These cans compact the trash and can hold three times the amount of trash as the current cans. They are solar powered. The cans are \$80 per month to lease and are not available to purchase. Cans would be emptied by our sanitation hauler but serviced and maintained by the vendor. Half the cans should be enough for Main Street and the estimated cost would be about \$4,000 per year. Deputy Mayor Piccini asks about advertising on the cans and who controls it. Deputy Mayor Piccini suggests that Trustee Meagher assemble a list of businesses who expressed interest in underwriting costs themselves so as not to increase costs to the Village. Trustee Meagher says the Village controls the advertisements and could derive the revenue to offset the lease costs.

11.3. Trustee Bryde

- 11.3.1. Mayor Schoenig and Trustee Bryde attended the veteran’s hall of fame honoring Tom Smith for his service. The event was well attended to the point of overcrowding but still very nice.
- 11.3.2. Christmas Caroling event was a great event. H&R Block promoted their business during this event which was inappropriate and not part of the planned event. They were handing out business pamphlets and giving out hot chocolate. We need to coordinate for the future.

11.4. Trustee Boissonnault

- 11.4.1. Trustee Boissonnault says all the paving has been done and the areas around the paving are dressed up. The park looks so much nicer than it ever has before. We will work on the opening details and policies over the winter. Some tree trimming is done and the tennis courts are more exposed to the sun. A large amount of mulch is needed for the newly installed playground set. The park is ready to accommodate the farmers market and provide a great deal of expansion if needed. Everything we have done this year has been very beneficial and satisfying.

11.5. Mayor Schoenig

- 11.5.1. We had first responders training with the MTA, Putnam County, State Police and the Fire Department. The scenario was very realistic, well done and informative. The time and effort paid off and the training on the newer trains will be planned in the near future.
- 11.5.2. Mayor Schoenig and Clerk Hansen attended the law enforcement appreciation dinner hosted by the Elks and honoring Brewster Police Officer Wayne Peiffer along with some other law enforcement from around the county. Proceeds of the event went to the Child Advocacy Center.
- 11.5.3. Mayor Schoenig noted the catch basin repair on Route 6 by the Carmel Avenue Bridge is being done by NYS DOT.
- 11.5.4. Mayor Schoenig says the DEP Lab has some scientific furniture (lab benches, sinks, fume hoods, cabinetry) and Mayor Schoenig will contact the schools to see if there is any interest in taking any of it as a donation.

12. New Business

12.1. Deputy Mayor Piccini

- 12.1.1. Deputy Mayor Piccini proposes allowing parking on the street in the winter time from 6 AM on instead of 7AM. The times on Main Street; no parking between 2AM and 7AM would remain unchanged. Mayor

Schoenig will discuss with DPW Superintendent Crawford if there is any impact on the ability to clear streets. If it is feasible the law and signage will need to be changed.

12.2. Trustee Meagher

12.2.1. Trustee Meagher spoke to Putnam County's Nicholas DePerno about a house at 22 Putnam Terrace that is abandoned. The County will board it up and put it up for sale. Mayor Schoenig notes that this property is still on the tax rolls and the Village is made whole by the County for any unpaid taxes each year so as not to lose revenue.

13. Public Comment – no public comment

14. Mayor Schoenig motions to adjourn, Deputy Mayor Piccini 2nd all in favor 5 to 0.

**VILLAGE OF
BREWSTER POLICE
DEPARTMENT
MONTHLY REPORT**

NOVEMBER 2015

**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 November - 2015

TICKETS	
Uniform Traffic Tickets:	75
Parking Tickets:	72
Code Tickets	8
TOTAL TICKETS	155
TAXI INSPECTION	58
ARRESTS	
MIRKO D.W.I.	
TOTAL ARRESTS	1
SECURITY VISITS PATROL	
Sewer Plant	271
Water Tank	241
Well Field	34
TOTAL VISITS	546
FOOT PATROL	
Main Street	110
MTA Station	107
Residential	26
TOTAL HOURS	243
911 CALLS	77
Walk in / Pickup Compl	31
Court Hours S.E	49
Court Hours VILLAGE	12

VEHICLE REPAIRS	
	\$51
MILEAGE TOTAL	
	6027
Total Fuel	
	790

PEO Stockburger	Tickets:	13
	Hours	38
PEO Gianguzzi	Tickets:	6
	Hours:	7

Security Detail 2 Officers
 Security Detail 2 Officers

911 DISPATCHED CALLS – 77

AIDED – 15

EDP- 2

VEHICLE ACCIDENT – 4

DISPUTE- 8

DOMESTIC DISPUTE - 1

ASSAULT - 3

ALARM - 8

911 HANGUP - 8

SUSPICIOUS PERSON - 1

DISORDELY PERSON - 9

HARASSMENT - 2

LARCENY - 2

SHOTS FIRED - 1

RUNAWAY TEEN - 1

LOST DOG - 2

WELFARE CHECK - 2

BOBCAT - 1

VEHICLE LOCK OUT - 1

LOUD HOUSE PARTY - 1

LOST PROPERTY - 3

NOISE COMPLAINT - 1

BOLO - 1

SELECTIVE TRAFFIC ENFORCEMENT

NOVEMBER 2015

CELL PHONE - 8

SEAT BELTS - 8

SPEEDS - 5

STOP SIGN - 5

RED LIGHT - 1

CROSSWALK - 2

D.O.T. - 15

TOTAL - 44

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 12 of 2015	Date: 12/16/2015	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 amount of sand cleaned up throughout the Village. • Provided educational outreach materials for distribution with Village mailings
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Continue to find Educational Outreach Materials for Village. • Continue to monitor NYSDEC for upcoming changes to permits.
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Await comments from NYSDEC on 2014-2015 Annual Report submitted in May 2015.

Village of Brewster Planning Board

George J. Gaspar, AIA

Chair

To: James Schoenig, Mayor
Christine Piccini, Trustee, Deputy Mayor
Tom Boissonnault, Trustee
Mary Bryde, Trustee
Teresa Stockburger, Trustee
Peter Hansen, Clerk & Treasurer
Anthony Mole, Council

Regular Meeting - November 24, 2015

Board Members in Attendance:

David Kulo, Chair
George Gaspar, AIA
Tyler Murello

Board Member Absent:

Rick Stockburger, Assistant Chair

Consultant in Attendance:

Todd W. Atkinson, VoB Engineer

New Business:

None

Pending Business:

494 North Main Street – 67.256-1-13

Project review by Planning Board centered on the possible replacement of the sidewalk within the NYS DOT right of way.

The applicant has diligently attempted to make contact with DOT, to no avail.

Todd Atkinson, VoB Consultant has also made efforts to communicate with DOT with no clear timeframe as to when the Rt. 6 Bridge would be replaced.

The Planning Board determined that based on the attempted communication with DOT, a public hearing should be set for this project for the approval of convenience store and gas station.

This public hearing was set for December 22, 7:30 pm, Village Hall.

Zoning Code Discussion

The Village Board, and its consultants, answered the questions regarding the B1 & B3

Zoning districts and their development with the report explained to planning Board members in attendance.

Addendum:

Attached to this report is the 2016 Planning Board Calendar as well as the required submission deadlines defined.

2016 Village of Brewster Planning Board Calendar

Submission Deadlines are 15 days before to Meeting Date

Meetings are the 3rd Tuesday of each Month
7:30 pm / 50 Main Street, Village Hall

Submission Deadlines

Meeting Date

January 4, 2016	January 19, 2016
February 1, 2016	February 16, 2016
February 29, 2016	March 15, 2016
April 4, 2016	April 19, 2016
May 2, 2016	May 17, 2016
June 6, 2016	June 21, 2016
July 1, 2016	July 19, 2016
August 1, 2016	August 16, 2016
September 2, 2016	September 20, 2016
October 3, 2016	October 18, 2016
October 31, 2016	November 15, 2016
December 5, 2016	December 20, 2016

rev 2015-12-10

rev 2015-12-11

December 14, 2015

Attention: Peter Hansen & Village Trustees

Reference: November ZBA Activity

Please be advised we had no activity for the month of November.

Best Regards,

A handwritten signature in black ink, appearing to read "Todd Gianguzzi". The signature is written in a cursive style with a large, sweeping initial "T".

Todd Gianguzzi ZBA, Chairman