

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
20 July 2016
7:30 P.M.
REGULAR MEETING
DRAFT Minutes

The Board of Trustees of the Village of Brewster held a Regular Meeting on July 20, 2016 at 7:30 P.M. at Village Hall, 50 Main Street, Brewster, NY 10509.

Attendees:

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

Absent:

Erin Meagher
Anthony Molé

Pledge to flag

Notation of Exits

Regular Meeting

Mayor Schoenig motions to open the regular meeting, Deputy Mayor Piccini 2nd all in favor 4 to 0.

1. Monthly Reports

- 1.1. Police Report – Chief John Del Gardo delivers the June Police Report. Trustee Bryde asks where the accidents were. Chief Del Gardo says the eight accidents were all in different locations. Trustee Bryde asks about the 13 disputes. Chief Del Gardo says those were arguments between parties, all in the Village, and someone called 911 and we responded to calm the situation. Trustee Bryde asks if they caught the person involved in the theft in progress. Chief Del Gardo says no, there was no one there and nothing was taken. Trustee Bryde asks about the 5 disorderly persons. Chief Del Gardo says they were in various areas including the local bar/restaurants who asked for assistance in removing the persons from their establishments. Trustee Bryde asks about the 3 stolen cars. Chief Del Gardo says one was stolen and two were repossessions. Trustee Bryde asks if the number of stop signs is really 33. Chief Del Gardo says it is 33 and they are egregious violations like blowing through the stop sign like it wasn't there. Trustee Bryde asks if they are all in one location. Chief Del Gardo says no they are all over the Village. Mayor Schoenig motions to accept the June Police Report, Trustee Boissonnault 2nd all in favor 4 to 0. Copy attached to these minutes. Trustee Bryde adds; "on a very serious note, I think we should extend to you and your staff a sincere thank you for your service. I think certainly in the events of recent weeks between Dallas, Baton Rouge and other parts of the country, I have no doubt it has been very difficult for you and your staff. I think putting it in perspective it makes us realize how appreciative we are of you individually and your staff taking care of us and protecting us and I can't even imagine how it affects your families. I would like to say thank you." Chief Del Gardo says thank you. Mayor Schoenig, Deputy Mayor Piccini and Trustee Boissonnault all vocally concur with the sentiment expressed by Trustee Bryde. Trustee Bryde asks about the memo in June to taxi drivers. Chief Del Gardo says the cab drivers are pretty good but we are still getting complaints. Trustee Bryde asks if our Police are prepared for the July 28th prescription drug drop off. Chief Del Gardo says one policeman will be assigned from the first drop off to the sign-off at the disposal site. Deputy Mayor Piccini says she called Senator Murphy's office about whether people could drop off epi pens and found out they were considered "sharps" and would not be accepted. But they could be dropped off anywhere there is a sharps receptacle. Trustee Bryde asks if the Police are ready for the Fire Department Inspection parade on July 28, 2016. Chief Del Gardo says we are ready and will handle it like we do every year.
- 1.2. Engineer's Report– Village Engineer Todd Atkinson of J. Robert Folchetti & Associates delivers the June Engineer's Report. Trustee Bryde makes note that the workers blocked the end of Progress Street at Main and did not put any signs or warning devices at the top of the hill causing her to reverse up the hill. Clerk Hansen says Mr. Scorca went out and spoke to them about making sure they put notification up prior to blocking any streets in the future. Mayor Schoenig asks if we heard from the East of Hudson Watershed Corporation about the maintenance plan and projects. Engineer Atkinson says he has heard

nothing from them yet. Mayor Schoenig motions to accept the June Engineer's Report, Deputy Mayor Piccini 2nd all in favor 4 to 0. Copy attached to these minutes.

- 1.3. Code Enforcement Report – Code Enforcement Officers Joe Hernandez and Bill Scorca were in attendance. Mr. Scorca delivered the June Code Enforcement Report. Mr. Hernandez adds that approximately 10 permits were issued. Trustee Bryde asks if the property registrations outstanding are still in court. Mr. Scorca says yes. Trustee Bryde asks what “closed” means on the report. Mr. Hernandez says the permit or violation is compliant and closed out. Mayor Schoenig asks about the old Williams’ gas station at the corner of Michael Neuner Dr. & N. Main St. Mr. Hernandez says the structural steel installed was not done according to the original specifications and revised specifications are needed from the owner’s engineer. Mayor Schoenig asks about the old Getty gas station. Mr. Hernandez says he understands a stormwater runoff filtration system is required by NYC DEP and needs to be pre-approved and installed and is subject to Village review and approval as well as DEP. Mayor Schoenig says he has received complaints that the lights located on the town portion of the Brewster Honda site are a nuisance to the neighbors. Mr. Hernandez says he will follow-up and report if any remedies are required. Trustee Bryde asks about the new laundromat. Mr. Hernandez says the owner was in court regarding the illegal banners outside and across the street. Mayor Schoenig motions to accept the June Code Enforcement Report, Deputy Mayor Piccini 2nd all in favor 4 to 0. Copy attached to these minutes.
- 1.4. Planning Board Report – Planning Board Chair George Gaspar delivers the May & June Planning Board Reports. Mayor Schoenig motions to accept the May and June Planning Board Reports, Trustee Bryde 2nd all in favor 4 to 0. Copies attached to these minutes.
- 1.5. Zoning Board of Appeals Report – ZBA Chair Todd Gianguzzi provided a report of no activity for June. Mayor Schoenig motions to accept the June ZBA Report, Trustee Boissonnault 2nd all in favor 4 to 0. Copy attached to these minutes.

2. Medication Take-back day at 208 Main Street July 28, 2016 9AM to 1PM with Senator Terrance Murphy as mentioned above during the Police Report.
3. Annual Financial Update status – A letter was sent by Clerk & Treasurer Hansen to the Comptroller’s office requesting a 60 day filing extension to September 30, 2016. Every effort is being made to file before the 7/31 deadline. This extension is just in case we don’t make it. Trustee Bryde asks when we will hear from them. Clerk Hansen says usually before the end of July.
4. Correspondence Sent/Received for June, 2016 – Trustee Bryde asks about the 4-story building and Palmer Rd. entrance dispute letter. Mayor Schoenig says Counsel Molé is not in attendance tonight and we don’t have knowledge of the current status. Trustee Bryde says she thinks it is a great idea for Putnam County to provide all code updates online instead of in print. Trustee Bryde asks Trustee Boissonnault if we have received notification regarding use of overflow parking from Wells Park events at Garden Street School. Trustee Boissonnault says we have been approved by the School District. Trustee Bryde mentions the annual 4H Fair from the 29th to the 31st of July at Putnam Veterans Memorial Park. Mayor Schoenig motions to accept the June, 2016 Correspondence Sent & Received, Trustee Bryde 2nd all in favor 4 to 0.
5. Minutes for approval;
 - 5.1. 7/6/16 Minutes for Regular Meeting – Trustee Bryde motions to accept the July 6, 2016 minutes, Trustee Boissonnault 2nd all in favor 4 to 0.

6. Vouchers Payable – Deputy Mayor Piccini reviewed the vouchers and found everything in order.

6.1. A - GENERAL FUND	\$24,875.51
6.2. C - REFUSE & GARBAGE	17,803.92
6.3. EN - ENGINEERING FEES ESCROW	2,825.00
6.4. F - WATER FUND	15,747.42
6.5. G - SEWER FUND	4,935.20
6.6. T - TRUST & AGENCY	4,723.66

Total Vouchers Payable \$70,910.71

Mayor Schoenig motions to approve Vouchers Payable as written, Deputy Mayor Piccini 2nd all in favor 4 to 0.

7. Other Business
 - 7.1. Deputy Mayor Piccini – registered for the New York Planning Federation conference in Corning, NY regarding conditions that can be placed on development projects. Deputy Mayor Piccini says the last Town of Southeast Council meeting includes scheduling a public hearing on August 18th for the Barrett Hill Development. There were questions from Town Councilmembers about this development with regard to

the number of dwellings planned in the Village. Deputy Mayor Piccini repeated what she had said at the last meeting that there were no plans in front of us and any “number” of apartments anyone states as far as the Village of Brewster future would be a total fabrication. Deputy Mayor Piccini said Counsel Molé provided information on the PACE Mayors’ Redevelopment Roundtable and the expected 8 month hiatus due to funding issues. Deputy Mayor Piccini noted that both Brewster & New Rochelle were lauded for involving the developer early in the revitalization process and other communities should use this model for revitalization. Deputy Mayor Piccini says the Refuse contract was to be revised and distributed by Trustee Meagher but nothing has been provided to the Board for review. Trustee Meagher was absent tonight and we are unable to obtain an update. Deputy Mayor Piccini is concerned that this delay will hamper our ability to issue a solicitation and provide the contractual notice to the current vendor regarding any changes effective January 1, 2017. Mayor Schoenig said he would email Trustee Meagher and ask she provide the revised electronic copy to the Board in a timely fashion so it can be reviewed prior to the August 3rd regular meeting.

- 7.2. Trustee Bryde notes the Fireman’s Inspection parade on July 27th. Trustee Bryde asks about the Zika kits provided by Putnam County Health Department. Trustee Bryde asks about the status of revisions for employee handbook but Counsel Molé is absent tonight so we don’t have an update. Trustee Bryde asks about the status of the vandalism at Wells Park Pavilion. Mayor Schoenig says we do not have an update on the perpetrators and we believe a continuing back and forth with the Town is a waste of time. Trustee Boissonnault said that Town people come to Wells Park without notifying us despite the fact that they say they do. Trustee Bryde said the Southeast Museum Concert at Wells Park last Sunday was sparsely attended and was held during a very hot day. Trustee Bryde encourages traditional advertising needs to be addressed as there is not enough media coverage. Trustee Bryde was told the Brewster Farmers Market had a steady flow of customers on Wednesday and last Saturday the vendors sold out and closed down by 1:45 which are very good signs that things are picking up. Trustee Bryde says the Farmers Market at United Cerebral Palsy puts out signage on Route 22 every Sunday and takes them down at the end of the day.
- 7.3. Trustee Boissonnault says as Trustee Bryde indicated the Wells Park Farmers Market is picking up and we do need more vendors but we also need more patrons. Trustee Boissonnault said he spoke with Jack Gress of the Coalition for a Better Brewster and conveyed the Board’s willingness to work with the Market on signage advertising the days, times and new location. Trustee Boissonnault also notes that Trustee Bryde sent out an article regarding Ridgefield’s Farmers Market was canceled this year due to lack of patronage. Trustee Bryde asks about the status of the Boy Scout use of Wells Park for an overnight event. Trustee Boissonnault says the next step is for their Board to meet, discuss and make a decision. Trustee Boissonnault expresses a strong interest in working with the Boy Scouts to make the event a success. Trustee Bryde asks about the Head Start bus dropping 40 kids off at Wells Park on Mondays. Trustee Boissonnault spoke with the organizer and told her they are welcome to use the park but sometimes the space will be rented for a private use and we may need to coordinate availability from time to time. Trustee Bryde says that there needs to be new signs at Wells Park regarding no dogs, no smoking, water park closed, etc. Trustee Boissonnault says we are working on that. Trustee Boissonnault says DPW is cutting the grass and the two new part time employees are working there and it is going well. Trustee Boissonnault says the concert planned for the 30th and another by Southeast Museum on the 31st are being advertised to a great extent and Southeast Museum Director Amy Campanaro says we can split the cost of the tent with them which will reduce costs for both organizations. Trustee Boissonnault says the concerts and movie nights are being promoted much more than the previous ones and we are hoping to see a marked improvement in attendance. Trustee Boissonnault says we need to review the success of the events at the end of the season and decide what makes sense to repeat or do differently next year. Deputy Mayor Piccini suggests a “coffee-in-the-park” day with the Village Board members in attendance; an event that would be properly noticed since it could potentially involve a quorum of the Board present though no actions would be taken.

8. New Business

- 8.1. Deputy Mayor Piccini would like to review B-2 regulations for signage as suggested in the Comprehensive Plan and any other code changes including solar & wind energy planning & zoning requirements which may need to be enacted.

8.2. Mayor Schoenig suggests identification numbers be put on each licensed taxi for better and quicker identification. Mayor Schoenig says Village Counsel Molé needs to review the current taxi code and determine if revisions are needed.

9. Public Comment

9.1. Reverend Richard Skjerli asks about the 10 Park Street property where his son saw someone taking pictures, measuring the building and making sketches. The person told the son that they were planning for demolition. This was about three weeks ago. Mayor Schoenig says that is not something the Village is sanctioning and we have not heard until tonight that this was going on. Deputy Mayor Piccini says there have been no plans submitted for review and therefore there are no plans by any developer for demolition. Clerk Hansen says he has not received any notice on this subject and if the Village was involved the parties would have a letter stating the Village is aware of the effort. The Board thanks Reverend Skjerli for bringing this issue to our attention. Reverend Skjerli also reminds the Board he would like to discuss the future planning so that the church can be included in any ensuing design plans.

10. Deputy Mayor Piccini motions to enter executive session to discuss contractual issues, Mayor Schoenig 2nd all in favor 4 to 0. Deputy Mayor Piccini motions to come out of executive session resume the regular meeting and adjourn, Trustee Bryde 2nd all in favor 4 to 0.

**VILLAGE OF
BREWSTER POLICE
DEPARTMENT
MONTHLY REPORT**

JUNE 2016

**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 June- 2016

TICKETS	
Uniform Traffic Tickets:	128
Parking Tickets:	127
Code Tickets Intox	9
TOTAL TICKETS	264
TAXI INSPECTION 24	
ARRESTS 0	
SECURITY VISITS PATROL	
Sewer Plant	269
Water Tank	264
Well Field	22
Wells Park	273
TOTAL	828
FOOT PATROL	
Main Street	74
MTA Station	94
Residential	33
TOTAL HOURS	201
911 CALLS / WALK IN / PICKUP 126	
Court Hours SOUTHEAST 39	
Court Hours VILLAGE	24

VEHICLE REPAIRS	
	\$1,568
MILEAGE TOTAL	
	5955
Total Fuel	
	798

PEO Stockburger	Tickets:	30
	Hours	31

PEO Gianguzzi	Tickets:	17
	Hours:	13

Security Detail	2 Officers
Security Detail	2 Officers

911 DISPATCHED CALLS – 95

AIDED – 19

EDP - 1

VEHICLE ACCIDENT – 8

DISPUTE - 13

911 HANGUP - 4

TRESPASS - 2

THEFT IN PROGRESS - 1

PARKING CONDITION - 3

MISSING SUICIDAL - 1

TAXI COMPLAINT/DISPUTE - 3

NOISE COMPLAINT - 4

DISORDERLY PERSON - 5

CRIMINAL MISCHIEF - 1

INTOX PERSON - 8

WELFARE CHECK - 2

BOLO - 3

LOCKOUT - 1

STOLEN VEHICLE - 3

SUSPICIOUS VEHICLE - 2

SMOKE CONDITION - 1

HARASSMENT - 1

FIRE ALARM - 2

POLE ON FIRE - 1

DOG BITE - 1

LOST PROPERTY - 1

ASSIST SP - 3

MISSING CHICKENS - 1

VILLAGE OF BREWSTER POLICE

SELECTIVE TRAFFIC ENFORCEMENT

JUNE 2016

CELL PHONE - 9

SPEEDS - 29

STOP SIGN - 33

RED TRAFFIC LIGHT - 1

SEATBELT - 7

FAIL TO STOP FOR PEDESTRIAN - 1

TOTAL - 80

1. <u>GENERAL INFORMATION</u>		
Report No:	7 of 2016	Date: 7/20/2016
Contract No:		
Facility Name: VOB / Wastewater Treatment Plant and Collection System		
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"> • The average daily flows at the plant in June were 120,680. • Installed new secondary sludge pump. • Ordered and installed new CMF Feed Pump. • Replaced batteries at Carmel Avenue Pump Station and Putnam Avenue Pump Station • Ordered and installed new EQ Pump. • Replaced yard hydrants at the WWTP. • Vacuumed EQ Pump Chamber. 		
b. Status of activities in progress this month (attach additional pages as needed):		
<ul style="list-style-type: none"> • RBC #2 rebuild in progress. 		
c. Activities scheduled (attach additional pages as needed):		
<ul style="list-style-type: none"> • Annual Sewer Jetting scheduled for July 20, 2016. 		

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 7 of 2016	Date: 7/20/2016	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.
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Follow up with East of Hudson Watershed Corporation
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Await comments from NYSDEC on 2015-2016 Annual Report submitted in April 2016.

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 7 of 2016	Date: 7/20/2016	Contract No:
Facility Name: VOB / GENERAL CONSULTING AND ENGINEERING		

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)
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Eastview Avenue Sidewalk Rehabilitation Project went out to bid on 7/7/2016. • Bid date for sidewalk project extended to July 25, 2016. Two contractors attended the pre-bid meeting on 7/18/2016, and one contractor was taken to the site on the afternoon of 7/18/2016. • Six contractors have taken plans and specifications as of this date.
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Award Contract for Eastview Avenue Sidewalk Rehabilitation Project • Begin construction of sidewalk rehabilitation.

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*
Erin Meagher, *Trustee*
Peter Hansen, *Clerk & Treasurer* Anthony Mole, *Council*

Regular Meeting Village Board – June 15, 2016

Planning Board Meeting –May 17, 2016

Board Members in Attendance:

George Gaspar, AIA, Chair Rick Stockburger, Assist. *Chair*
Tyler Murello David Kulo Rick Lowell

Board Member Absent; All Present

Consultant in Attendance:

Todd W. Atkinson, *VoB Engineer* Greg Folchetti, *Council*

New Business:

20 Putnam Terrace

Tax Map SLB 56.81-1-8 - R Zoning / Site Plan

The applicant, although not required to make application to the planning board, requested assistance in the development of a rather difficult site on Putnam Terrace. The Planning Board reviewed the site plan and suggested refinements to the plan. The site plan will require input from the Village Board regarding access of a private road serving the two residences, as discussed at VoB Village Board meeting of May 18, 2016 as presented by Insite Engineering.

Brewster Honda Sales Center

Tax Map SLB 67.36-2-6 - B2 Zoning /Site Plan

The applicant has produced major modifications from the previous site plan submitted. The applicant has embraced, with corporate approval, potential modifications to the appearance to the new facility. There are legal issues to be resolved, however solvable, with Metro North. Discussions will be ongoing.

Village of Brewster Planning Board

George J. Gaspar, AIA

Chair

To: James Schoenig, *Mayor* Christine Piccini, *Trustee and Deputy Mayor*
Tom Boissonnault, *Trustee* Mary Bryde, *Trustee*
Erin Meagher, *Trustee*
Peter Hansen, *Clerk & Treasurer* Anthony Mole, *Council*

Regular Meeting Village Board – July 20, 2016

June 21, 2016 Meeting

Board Members in Attendance:

George Gaspar, AIA, Chair Rick Stockburger, Assist. *Chair*
Tyler Murello David Kulo Rick Lowell

Board Member Absent; All Present

Consultant in Attendance:

Todd W. Atkinson, *VoB Engineer* Greg Folchetti, *Council*

New Business:

20 Putnam Terrace

Tax Map SLB 56.81-1-8 R Zoning / Site Plan - **Complete**

The applicant, although not required to make application to the planning board, requested assistance in the development of a rather difficult site on Putnam Terrace. The Planning Board reviewed the site plan and suggested refinements to the plan. The site plan will require input from the Village Board regarding access of a private road serving the two residences, as discussed at VoB Village Board meeting of May 18, 2016 as presented by Insite Engineering.

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The applicant has produced major modifications from the previous site plan submitted. The applicant has embraced, with corporate approval, potential modifications to the appearance to the new facility. There are legal issues to be resolved, however solvable, with Metro North. Discussions will be ongoing.

July 11, 2016

Attention: Peter Hansen & Village Trustees

Reference: June ZBA Activity

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

Best Regards,

Todd Gianguzzi ZBA, Chairman