

VILLAGE OF BREWSTER

BOARD OF TRUSTEES

January 18, 2012

Minutes

The Board of Trustees of the Village of Brewster held a Regular Meeting at 7:30 PM on January 18, 2012 at Village Hall, 50 Main Street, Brewster, New York.

Attendees:

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

Absent:

Terri Stockburger

**Pledge to flag.**

Notation of Exits

Mayor Schoenig motions to open the regular meeting, Trustee Boissonnault 2<sup>nd</sup> all in favor 4 to 0.

1. Monthly Reports

1.1. Engineer's Report – John Folchetti provided the engineering report for November, December, and the first part of January 2012. Mayor Schoenig motions to accept the Engineer's report, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 4 to 0. The report can be found at the end of these minutes. Due to the change in venue for the Tonetta Brook project SEQRA needs to be restarted by having the Board of Trustees declaring itself as Lead Agency. Mayor Schoenig motions the Village Board of Trustees intent to be Lead Agency for the SEQR modifications to the Tonetta Brook Retrofit project, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 4 to 0.

1.2. Police Report – Chief John Del Gardo provided the Police report for November & December 2011. Deputy Mayor Piccini motions to accept the Police report for November, 2011, December, 2011, and annual recap for 2011, Trustee Bryde 2<sup>nd</sup> all in favor 4 to 0. The report can be found at the end of these minutes.

1.3. Code Enforcement Report – The Code Enforcement report for November and December 2011. The report can be found at the end of these minutes. Mayor Schoenig motions to accept the Code Enforcement report for November & December, Trustee Boissonnault 2<sup>nd</sup> all in favor 4 to 0.

2. Permits for public events; Oak Street Project & Other plans – Bob Dumont provided a summary of events in the planning stages with some details. The Oak Street film festival is tentatively set for September 1, with a rain date of September 2<sup>nd</sup>. There are four dates for Artbeat under consideration; May 5<sup>th</sup>, June 2<sup>nd</sup>, July 7<sup>th</sup>, and August 4<sup>th</sup>. Artbeat events will be on the sidewalk and will not block traffic. Mr. Dumont will return on February 1<sup>st</sup> and answer any questions the Board of Trustees have related to these permits.

3. Correspondence sent-received – Deputy Mayor Piccini motions to accept Correspondence Sent & Received, Trustee Boissonnault 2<sup>nd</sup> all in favor

4. Minutes for approval – Jan. 4, 2012 – Trustee Bryde motions to approve the Jan 4<sup>th</sup> meeting minutes, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 4 to 0.

5. Vouchers Payable

5.1. A	General	\$35,908.12
5.2. F	Water	6,321.05
5.3. G	Sewer Operations	51,057.33
5.4. TA	Trust and Agency	<u>2,633.52</u>

**Total Vouchers Payable****\$95,920.02**

Mayor Schoenig motions to approve the Vouchers Payable, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 4 to 0.

**6. Other Business****6.1. Deputy Mayor Piccini;**

6.1.1. reports no concrete activity on the Micro-Enterprise grant.

6.1.2. Regarding the Planning Federation training Ms. Piccini spoke of at the last meeting, the Deputy Mayor contacted the Planning Federation and found out they could review our Comprehensive Master Plan for a small fee (\$150.00) and then incorporate their findings in a seminar (no continuing education credits) on site at the Village of Brewster (\$400 for two hours, targeting 15 people). If more than 15 then \$25 per person additional.

6.1.3. Regarding the Taxi Operator disposition. Counsel advises that if the Board is in agreement with the letter as written then it can be adopted tonight.

6.1.4. Deputy Mayor Piccini motions to approve the Taxi Operator disposition letter as written, Trustee Bryde 2<sup>nd</sup> all in favor 4 to 0.

**6.2. Trustee Bryde;**

6.2.1. Asks about the status of Parking Permits and Credit Card Processing. Clerk says the projects are proceeding reasonably forward. We expect to have the parking permit forms in operation by Feb 15<sup>th</sup> and credit card processing will follow once we know the forms module works.

6.2.2. Asks if the Blackboard system is moving forward. Mayor Schoenig says the Town is moving forward and we are scheduled to send out a flyer with the Sewer bill. The flyer can also be put online and Southeast-Brewster Patch has offered to provide a link on their website to further reach-out.

6.2.3. Asks whether certified letters have gone out to the affected Blight Study area properties. They have and we have received over half the receipts. One inquiry was made by telephone asking for a copy of the Blight Study as they had trouble accessing it via our website.

6.2.4. Asks if the DPW has chosen someone to fill the open slot and he has. The job will be offered shortly and if accepted we could put someone on board next week.

6.2.5. Asks about the status of the Carmel Ave. bridge. Counsel says there has been no communication to date and the NYS DOT is reluctant to get involved. Counsel will follow up.

6.2.6. Asks about the electronic funds transfer liability question. The bank assumes no liability, it is on the village insurance should a loss be incurred. The bank will provide additional security measures for the Cash management module, strengthening an already strongly secure connection.

6.2.7. Asks if the CT motor vehicle contract has been signed. Mayor Schoenig says not yet.

6.2.8. Asks about the status of maintenance needed in the Lab building. Mayor Schoenig said we are hoping to set up an IMA with the Town to use Town employees for building maintenance. We will reimburse the Town for any services provided. No IMA has yet been drafted.

6.3. Deputy Mayor Piccini asks about our February 8<sup>th</sup> meeting with the Blight Study property owners. Vince Ferrandino has offered to attend at no charge and will help with any questions and answers. Counsel advises the process should be explained and advise the attendees that the status of their property could change if it is improved to the point where it is no longer considered blighted. Trustee Boissonnault suggests that we could use some artist renderings to show the potential future.

6.4. Trustee Boissonnault looked at the Carmel Ave. bridge and other sidewalks in the Village and asks if anything can be done now to improve conditions. The question will be referred to DPW Superintendent Dan Crawford.

6.5. Mayor Schoenig asks about title to the car at Lisi's. Counsel will follow up and let him know.

7. New Business
  - 7.1. Trustee Bryde:
    - 7.1.1. Comments that the Brewster Rotary put on an impressive breakfast event at Applebee's before Christmas providing tickets to the community at large.
  - 7.2. Mayor Schoenig
    - 7.2.1. Asks if anyone on the Board wants to nominate someone in response to Senator Ball's letter regarding Women of Distinction. The Board will ponder the question.
8. Public Comment –
  - 8.1. Mayor Schoenig tells the public that a decision in favor of the village was made regarding out of village water arrears in the amount of approximately \$38,000
9. Mayor Schoenig motions to adjourn, 2<sup>nd</sup> by Trustee Boissonnault.

**VILLAGE OF  
BREWSTER POLICE  
DEPARTMENT  
MONTHLY REPORT**

**DECEMBER 2011**

**POLICE CHIEF  
John Del Gardo  
Carmine Drogo**

# VILLAGE OF BREWSTER POLICE DEPARTMENT

## MONTHLY REPORT

TO: Mayor James Schoenig - Board of Trustees  
FROM: Police Chief John Del Gardo  
RE: Monthly Report December 2011

### TICKETS

Uniform Traffic Tickets:	132
Parking Tickets:	181
Local Ordinance:	0
D.O.T.	112

<b>TOTAL TICKETS</b>	<b>425</b>
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<b>TAXI INSPECTION</b>	<b>98</b>
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### ARRESTS

Peiffer	DWI
Peiffer	VTL 511
Oliver	VTL 511
Oliver	VTL 512
Frezza	VTL 511
Croston	VTL 512
Croston	VTL 512

<b>TOTAL ARRESTS</b>	<b>7</b>
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### SECURITY VISITS PATROL

Sewer:	167
Water Tank:	158
Well Field:	85

<b>SECURITY VISITS</b>	<b>410</b>
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### FOOT PATROL HOURS

Main Street:	77
M.T.A Station:	102
Residential:	30

<b>TOTAL HOURS</b>	<b>209</b>
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Administration:	36
911 Calls:	52
Walk-in Complaints:	32
Assists:	54
Court Hours	18

### VEHICLE

Repairs:	\$426
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### MILEAGE

7K-245	1341
7K-246	961
7K-243	251

Mileage Total:	2553
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Fuel:	295 Gallons
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### PARKING ENFORCEMENT

P.E.O Stockburger -	Hours: 25
	Tickets: 36

(Officers in-station with reports)

(Security Detail) 2 Officers

**911 DISPATCHED CALLS – 52**

**AIDED CASE – 8**  
**EDP CASE - 2**  
**VEHICLE ACCIDENT – 10**  
**DISPUTE – 7**  
**DOMESTIC DISPUTE – 2**  
**911 HANG UP – 3**  
**FIRE ALARM – 5**  
**SUSPICIOUS PERSON – 3**  
**NOISE COMPLAINT – 2**  
**MEN WITH GUNS – 1**  
**INTOX MOTORIST – 1**  
**ERRATIC DRIVER – 1**  
**LOCKOUT – 1**  
**PERSON IN ROADWAY – 1**  
**WELFARE CHECK – 2**  
**GAS LEAK – 1**  
**DEAD DEER IN ROADWAY – 1**  
**ICE CONDITION – 1**

**VILLAGE OF BREWSTER POLICE**

**SELECTIVE TRAFFIC ENFORCEMENT**

**JANUARY 2011 TO DECEMBER 2011**

**STOP SIGN – 331**

**SPEED – 325**

**CELL PHONE - 193**

**SEAT BELT – 130**

**D.O.T. TRUCK ENFORCEMENT – 827**

**TOTAL – 1806**

**TOTAL TICKETS FOR 2011 – 4315**

# **BREWSTER VILLAGE POLICE DEPARTMENT**

## **ARREST INFORMATION FOR 2011**

**VTL DWI – 7** DRIVING WHILE INTOXICATED  
**VTL 511 – 36** SUSPENDED DRIVERS LICENSE  
**VTL 512 – 27** SUSPENDED REGISTRATION  
**ASSAULT – 6**  
**C.P.C.S. – 4** POSSESSION OF CONTROLLED SUBSTANCE  
**WARRANTS – 7** WARRANTS FOR VILLAGE  
**DIS CON – 3** DISORDERLY CONDUCT  
**LARCENY – 1**  
**HARASSMENT – 1** THREATS  
**MENACING – 1** WITH A WEAPON  
**CRIMINAL CONTEMPT – 1** ORDER OF PROTECTION  
**C.P.S.P. – 2** POSSESSION OF STOLEN PROPERTY

**TOTAL ARRESTS – 96**

**18 VILLAGE RESIDENTS**

**78 NON RESIDENTS**

**VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No:	1 of 2012	Date: 1/18/2012
Contract No:		
Facility Name: <b>VOB / WASTEWATER TREATMENT PLANT</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>• Plant flows averaged 144,000 and 137,000 gpd for the months of November and December 2011, respectively</li> </ul>		
<ul style="list-style-type: none"> <li>• IACONO replaced inlet solenoid valve on CMF Compressor #1</li> </ul>		
<ul style="list-style-type: none"> <li>• Received ten (10) CMF replacement modules from Siemens</li> </ul>		
<ul style="list-style-type: none"> <li>• Media in Traveling Bridge Filters was inspected and re-distributed</li> </ul>		
<ul style="list-style-type: none"> <li>• Replaced after-coolers on CMF Compressors #1 &amp; #2</li> </ul>		
b. Status of activities in progress this month (attach additional pages as needed):		
<ul style="list-style-type: none"> <li>• STES received price quotes to replace mechanical mixing units on rapid mix tank and thickener tank influent chamber</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>• RBC No. 1 has been taken off-line after loud knocking sound was observed. Upon inspection by STES maintenance staff several A-frame members were found to be broken and several bolted connections appear to be loose.</li> </ul>		
<ul style="list-style-type: none"> <li>• Inspected RBC #2 after observing nominal displacement of drive motor assembly. Several pieces of media were found to be dislodged from A-frames and were subsequently removed. The unit was placed back in service and appears to be operating properly. Will continue to monitor.</li> </ul>		
<ul style="list-style-type: none"> <li>• NYSDEC conducted an inspection of the wastewater treatment plant and existing grease traps installed in the Village, Status Report pending. Initial indications suggest that NYSDEC found the inspected facilities to be in satisfactory condition.</li> </ul>		
<ul style="list-style-type: none"> <li>• STES to continue monitoring Equalization Pump #2. The capacity of respective pump appears to have diminished.</li> </ul>		
c. Activities scheduled (attach additional pages as needed):		
<ul style="list-style-type: none"> <li>• Implement aerobic digestion of sludge in Equalization Tank chamber to reduce the volume of sludge transported off site</li> </ul>		
<ul style="list-style-type: none"> <li>• STES and JRFA to coordinate chemical bulk storage inspections and requisite reporting to NYSDEC</li> </ul>		
<ul style="list-style-type: none"> <li>• Investigate cause of ongoing electrical service breaker trip on Automatic Transfer Switch #1</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>		
<ul style="list-style-type: none"> <li>• Begin installing new CMF membrane modules upon receipt.</li> </ul>		
<ul style="list-style-type: none"> <li>• STES to conduct full inspection of RBC #1 A-frame assemblies and will prepare a price quote to complete repairs</li> </ul>		
<ul style="list-style-type: none"> <li>• Order gearboxes for mechanical mixing units installed in the rapid mix tank and thickener tank</li> </ul>		
<ul style="list-style-type: none"> <li>• Order new cutter bar for comminutor installed in the Marvin Avenue Pump Station</li> </ul>		
<ul style="list-style-type: none"> <li>• Begin installing new CMF modules</li> </ul>		





**VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 1 of 2012	Date: 1/18/2012	Contract No:
Facility Name: <b>VOB / EPA Stormwater Phase II Regulations</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 :)
<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><li>Provided stormwater educational outreach literature to the Village Clerk</li></ul>
<b>b. Status of activities in progress this month (attach additional pages as needed):</b>
<b>c. Activities scheduled (attach additional pages as needed):</b>
<ul style="list-style-type: none"><li>Prepare 2011-2012 MS4 Report for NYSDEC regulatory compliance</li></ul>