

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
17 FEBRUARY 2016
7:30PM
REGULAR MEETING
MINUTES

The Board of Trustees of the Village of Brewster held a Regular Meeting on February 17, 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, Erin Meagher
Village Engineer: John Folchetti
Village Counsel: Anthony Molé
Clerk & Treasurer: Peter Hansen

Absent:

Pledge to flag.

Notation of Exits

Regular Meeting

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

1. Monthly Reports

- 1.1. Engineer's Report – Todd Atkinson of J.R. Folchetti & Associates delivers the engineers report. Trustee Bryde asks about the broken RBC and its purpose in the process. Mr. Atkinson explains the function of the RBC and the extent of the damage. Quotes are being secured for repair. Clerk Hansen asks about the high amperage circuits tripping. Mr. Atkinson says we need to have a process engineer further review the circumstances regarding the root cause. The professional electrical review is expected to cost upward of \$4,500. Mayor Schoenig asks if we have heard from Severn Trent regarding the billing dispute. Clerk Hansen says no further correspondence has been received. Mayor Schoenig asks if the engineer is working on the EOHWC response on maintenance. Mr. Atkinson says they are preparing estimates. Trustee Meagher asks if the sink hole is getting worse at the green lot. Mr. Atkinson says the more heavy rain events the worse it gets. Mayor Schoenig motions to accept Engineer's report, Trustee Bryde 2nd all in favor 5 to 0. A copy of the report is appended to these minutes.
- 1.2. Code Enforcement Report – tabled until March 17th.
- 1.3. Planning Board Report – George Gaspar delivers the January Planning board report. Deputy Mayor Piccini motions to accept the Planning Board Report for December, Trustee Bryde 2nd all in favor 5 to 0. Copy is attached to these minutes.
- 1.4. Police Report – Chief Del Gardo delivers the January Police report. Trustee Bryde says it seems that January was a busy month. Trustee Bryde asks where the large fights took place. Chief says both were bar fights outside village limits. Trustee Bryde asks about the report of shots fired. Chief Del Gardo says it turned out to be firecrackers on Railroad Avenue. Trustee Bryde questioned the thirteen reported accidents. Chief Del Gardo said all but one were in the village. Trustee Bryde questions the eight disorderly persons and the nature of the conduct. Chief Del Gardo says the people involved were loud, obnoxious and on the verge of fighting. Deputy Mayor Piccini asks if we see someone intoxicated walking down the street what should be done. Chief Del Gardo says call the police and let them know. Deputy Mayor Piccini asks the Chief to explain the process. Chief Del Gardo says the offenders are issued appearance tickets and a court date is set. The offender is also taken off the street depending on their condition determines where they may be taken. Trustee Bryde asks if the four intoxicated males were the ones we caught. Chief Del Gardo says yes, those are the ones we ticketed. Trustee Meagher asks who the new community affairs officer will be. Chief Del Gardo says it is uncertain at the moment but there are a couple of possibilities. Mayor Schoenig asks how many 911 calls were outside the village. Chief Del Gardo says there were four. Trustee Meagher asks if one of the bar fights was at La Frontera.

Chief Del Gardo says it was. Mayor Schoenig motions to accept the monthly police report, Deputy Mayor Piccini 2nd, all in favor 5 to 0. Copy is attached to these minutes.

- 1.5. Zoning Board of Appeals Report – Mayor Schoenig motions to accept the ZBA report, Trustee Bryde 2nd all in favor 5 to 0. Copy is attached to these minutes.
2. Set date for Public Hearing – Draft Local Law – Parking restriction revisions
 - 2.1. Deputy Mayor Piccini motions to set the public hearing for March 2, 2016 at 7:30 PM at Village Hall, 50 Main St. Brewster, NY 10509, Trustee Boissonnault 2nd all in favor 5 to 0.
3. Set date for Work Session – Urban Renewal Plan
 - 3.1. The Urban renewal time line currently includes a February 24, 2016 meeting to provide more information to the public and answer queries. We will also be receiving the Planning Board report on the Urban Renewal Plan shortly. We should set work sessions after the Village Board’s public hearing occurs. We have the draft qualified approval from the Planning Board. We will have then had the public hearing and results from the Village Board public hearing. We know we will need to make ministerial changes to the Plan that have already been identified and it is unknown at this time if there will be any substantive changes. Deputy Mayor Piccini suggests March 14 and 15, 2016 as work sessions. February 24th 2016 is the St. Lawrence Gymnasium information session. The Board of Trustees Public Hearing is expected to be held on March 9, 2016. That leaves March 23rd, March 30th, and April 6th for findings and possible adoption of the plan.
4. Set date for Public Hearing – Deputy Mayor Piccini motions to hold the Urban Renewal Plan Public Hearing on March 9, 2016 at St. Lawrence Gymnasium 34-36 Prospect Street at 7:30 PM, Mayor Schoenig 2nd all in favor 5 to 0.
5. Deputy Mayor motions to set two work sessions; one on March 14th at 6:30 P.M. with no established end time, and March 15th at 6:30 P.M. ending at 7:30 P.M. at Village Hall, 50 Main Street, Brewster, NY 10509 Mayor Schoenig 2nd, all in favor 5 to 0.
6. Endeavor Financial Development Services – Grants – Clerk Hansen says that the proposal is not yet perfect and has not been reviewed by Counsel as yet. Trustee Meagher says we should reach out to former Kent Supervisor Kathleen Doherty as she is proficient at writing grants and has excellent results. Clerk Hansen suggests that Trustee Meagher review that alternative and report back to the Board at the next meeting.
7. Marketing & Branding proposal – Clerk Hansen says this is another look at the proposal provided at the last meeting. Trustee Bryde asks if we can meet with the person prior to establishing a relationship. Clerk Hansen says absolutely. Deputy Mayor Piccini motions to change the March 2, 2016 regular meeting to start at 7 P.M. to enter executive session and discuss contractual information with the principal prior to making any decision, Trustee Bryde 2nd all in favor 5 to 0.
8. Correspondence Sent/Received for January, 2015
 - 8.1. Trustee Bryde asks if we were notified about the pricing for the telephone service prior to receiving the letter. Clerk Hansen says we did meet with them to discuss renewal prior to the letter. Trustee Bryde says the Presidential primary at 50 Main Street will impact the Planning Board meeting scheduled for April 19, 2016. Planning Board Chair George Gaspar will establish an alternative date and provide the clerk with the information to notice the changed meeting date in advance. Trustee Bryde asks if the NYS Comptroller letter asking for pay dates is a normal course of business. Clerk Hansen says it is an annual letter we receive. Mayor Schoenig motions to accept the correspondence sent & received for January, Trustee Meagher 2nd all in favor 5 to 0.
9. Minutes for approval;
 - 9.1. February 3, 2016 – Trustee Bryde motions to accept the February 3rd minutes, Deputy Mayor Piccini 2nd all in favor 5 to 0.
10. Vouchers Payable – Deputy Mayor Piccini reviewed the vouchers and found everything in order.

10.1.	A - GENERAL FUND	\$24,926.26
10.2.	C - REFUSE & GARBAGE	17,524.52
10.3.	EN - ENGINEERING FEES ESCROW	3,055.00
10.4.	F - WATER FUND	6,929.09
10.5.	G - SEWER FUND	29,720.92
10.6.	T - TRUST & AGENCY	5,609.53
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Total Vouchers Payable		\$87,765.32
- 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 is still working on fee schedule revisions.
- 11.1.2. Deputy Mayor Piccini discusses the St. Lawrence public information session with plans to set up a table of professionals who will present, field and respond to the public's questions. The session will be run similarly to the public engagement sessions we held on the Comprehensive Plan update. Index cards will be provided for those who do not want to speak publicly but we will ask them to put their name on the card. The meeting will be videoed and made available for the public to purchase. The Board of Trustees will be in attendance but is not expected to field questions. Presentation materials will be provided by the presenters. Deputy Mayor Piccini asks Clerk Hansen to send an email promoting the informational meeting.
- 11.1.3. Deputy Mayor Piccini asks if we can move the trash pickup a little earlier than 7AM on side streets.
- 11.2. Trustee Meagher
 - 11.2.1. Trustee Meagher says there is a risk if we move the trash pickup time earlier to 6AM. Deputy Mayor Piccini says there are trash cans left on the streets all day when pickup is later in the morning.
 - 11.2.2. Trustee Meagher says "BigBelly" has changed their representative and they are currently trying to get the tonnage for the Main Street cans from Suburban Carting. Trustee Boissonnault asks how they will be doing that. Trustee Meagher says that Suburban runs a separate route for Main Street and they can provide this information for "BigBelly."
- 11.3. Trustee Bryde
 - 11.3.1. Trustee Bryde thanks Clerk Hansen for reaching out to Westchester Community College for course feedback.
 - 11.3.2. Trustee Bryde confirms attendance at David D. Bruen Reading Room dedication.
- 11.4. Trustee Boissonnault
 - 11.4.1. Trustee Boissonnault says that opening day for Wells Park with a confirmed concert is May 15th, and additional concert dates of June 25th, July 30th and September 24th. Trustee Boissonnault says movie nights are tentatively scheduled for June, July, August, and we have three sponsors for those events – firm dates are not yet set. Now that we have dates for the concerts we will seek sponsors for those events.
- 11.5. Mayor Schoenig
 - 11.5.1. Mayor Schoenig asks if the farmers market is set to go. Jack Gress says the tentative opening date is June 11th but a formal application will be provided to the board with specifics.
 - 11.5.2. Mayor Schoenig asks that Peaceable Hill water rate increase be a subject for the March 2nd meeting.

12. New Business

- 12.1. Trustee Boissonnault
 - 12.1.1. Trustee Boissonnault suggests sponsoring a girl's little league softball team using the Village of Brewster name. Counsel Molé says it is okay to use the name as long as village monies are not used. Some Village Board members are willing to provide private funding for this endeavor.

13. Public Comment

- 13.1. Rick Stockburger says a snow ordinance sign on route 22 is needed.
- 13.2. Rick Stockburger suggests having the Grant writer submit an application for funding to Environmental Facilities Corporation for power backup at Well field.
- 13.3. Janet Ward asks when the video of the February 24, 2016 meeting might be available through FOIL. Clerk Hansen says he does not know and it will depend on the size of the video file but does expect to be able to respond within the 5 day turnaround time specified in the state code.
- 13.4. Janet Ward asks if work session can be attended by public. Deputy Mayor Piccini says yes the public can attend but there is no public comment at a work session.
- 13.5. Erin Meagher suggests putting the February 24th video on the cable public access channel.

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

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 2 of 2016	Date: 2/17/2016	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

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"> • 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 Village with spring/summer educational outreach literature for distribution with Village mailings.
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Begin preparing NYSDEC MS4 Annual Report for 2015-2016 • Continue to develop Educational Outreach Materials for Village. • Continue to monitor NYSDEC for upcoming changes to permits. • Receive East of Hudson Operation and Maintenance Policy.
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Submit <i>DRAFT</i> Annual Report to Village Board and Village DPW for review • Notice at Public Board Meeting and Post <i>DRAFT</i> Annual Report on Village website for public comment • Submit <i>FINAL</i> Annual Report to NYSDEC by June 1, 2016 • Await comments from NYSDEC on 2014-2015 Annual Report submitted in May 2015. • Adopt East of Hudson Operation and Maintenance Policy and allocate funding.

From: Dale Post [<mailto:dalep@vri-usa.com>]
Sent: Wednesday, February 17, 2016 10:20 AM
To: John Folchetti
Cc: Joe McLaughlin; Fernando Dongo
Subject: RBC Report

John

Tuesday 1/26/16 while the operator was making his morning rounds he noticed the drive belts broken for RBC #2. He replaced the belts and when he tried to start the RBC he found the media had fallen off the main shaft and the unit would not rotate.

Wednesday 1/27/16 myself and VRI maintenance removed the covers on RBC #2 and found the middle sections of the media had broken away from the main support bracket.

Thursday 1/28/16 maintenance continued removing media and support brackets.

Friday 1/29/16 maintenance continued removing media and support brackets. When removed we found the support brackets had snapped in the middle of the angle iron, a clean break. When one broke the weight of the media on the next section broke the next and then the next causing a unit failure.

Thursday 2/4/16 We contacted RBC contractors to look at the unit, Don Elzer for Darlington Equipment, they specialize in RBC's, visited the site and concurred that the media bracket failed causing the unit to collapse onto itself. He also noted that this was not the first time he's seen this type of failure with that RBC design. Darlington has submitted a proposal to repair the unit. We are in the process of contacting other companies to submit proposals for this repair.

If you have any questions or require additional information please let me know.

Dale Post
Regional Manager
VRI Environmental Services
1847 Route 55
LaGrangeville, NY 12540
Ph 845-677-3839
Fx 845-677-3940
Cell 845-489-5344
dalep@vri-usa.com

Village of Brewster Planning Board
George J. Gaspar, AIA
Chairman

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

Regular Meeting January 12 & 19, 2016

Board Members in Attendance:

George J. Gaspar, Chair
David Kulo Rick Stockburger, Assist. Chair Tyler Murello

January 12th, 2016
New Business:

494 North Main Street

Public hearing held and closed on approval of site plan. Applicant to post bond to cover cost of deficiencies of work completed and/or not performed.

Urban Renewal Plan

Public hearing held on Village of Brewster Urban Renewal Plan.
Hearing held open until February 16th.

January 19th, 2016

Urban Renewal Plan

Planning Board member discussion regarding Urban Renewal Plan

B.O.S. Development

Ongoing discussions regarding development of project adjacent to
Town of Southeast Department of Public Works.

Addendum:

Training

Discussion regarding the upcoming training available by New York
State Planning Federation.

Respectfully submitted:
George J. Gaspar, AIA
Chairman, Planning Board
February 17, 2016

**VILLAGE OF
BREWSTER POLICE
DEPARTMENT
MONTHLY REPORT**

JANUARY 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 January - 2016

TICKETS	
Uniform Traffic Tickets:	81
Parking Tickets:	130
Code Tickets Intox	1
TOTAL TICKETS	212
TAXI INSPECTION	
	10
ARRESTS	
3 Arrests for 511 - 1 Arrest for UPM	
1 Arrest for Criminal Mischief	
TOTAL ARRESTS	5
SECURITY VISITS PATROL	
Sewer Plant	270
Water Tank	240
Well Field	21
TOTAL VISITS	531
FOOT PATROL	
Main Street	36
MTA Station	38
Residential	23
TOTAL HOURS	97
911 CALLS	
	91
Walk in / Pickup Complis	
	47
Court Hours S.E	86
Court Hours VILLAGE	16

VEHICLE REPAIRS	
	\$76
MILEAGE TOTAL	
	5791
Total Fuel	
	767

PEO Stockburger	Tickets:	32
	Hours	37
PEO Gianguzzi	Tickets:	3
	Hours:	3

Security Detail 2 Officers
 Security Detail 2 Officers

911 DISPATCHED CALLS – 91

AIDED – 13
EDP - 1
VEHICLE ACCIDENT – 13
DISPUTE - 6
DOMESTIC DISPUTE - 1
LARGE FIGHT - 2
SHOTS FIRED - 1
MALE WITH KNIFE - 1
KIDNAPPING - 1
BURGLARY - 1
BURGLAR ALARM - 9
TRESPASS - 1
FIRE ALARM - 9
911 HANGUP - 3
CRIMINAL MISCHIEF - 2
SUSPICIOUS PERSON - 1
DISORDELY PERSON - 8
MISSING PERSON - 3
NOISE COMPLAINT - 4
BOLO - 3
TRUCK STUCK UNDER BRIDGE - 1
LOST DOG - 1
FOUND DOG - 1
RECOVERED STOLEN VEHICLE - 1
INTOX MALE - 4

VILLAGE OF BREWSTER POLICE

SELECTIVE TRAFFIC ENFORCEMENT

JANUARY 2016

CELL PHONE - 11

SEAT BELTS - 3

SPEEDS - 8

STOP SIGN - 6

RED LIGHT - 1

CROSSWALK - 2

TOTAL - 31

February 8, 2016

Attention: Peter Hansen & Village Trustees

Reference: January ZBA Activity

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

Best Regards,

Todd Gianguzzi ZBA, Chairman