

VILLAGE OF BREWSTER  
BOARD OF TRUSTEES  
20 APRIL 2016  
7:30 P.M.  
REGULAR MEETING  
MINUTES

The Board of Trustees of the Village of Brewster held a Regular Meeting on April 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, Erin Meagher (Trustee Meagher arrives at 7:37)

Village Engineer: Todd Atkinson

Village Counsel: Jennifer Herodes

Clerk & Treasurer: Peter Hansen

Police Chief: John Del Gardo

Absent:

**Pledge to flag**

Notation of Exits

**Regular Meeting**

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

1. Suburban Carting – tabled until later in the meeting.

2. Monthly Reports

2.1. Planning Board Report

2.1.1. George Gaspar delivered the February and March Planning Board reports. The Planning Board would like to have the law changed to require a public hearing for lot line adjustments and any other areas but allowing the Planning Board to waive if not needed. Mayor Schoenig motions to accept the February Planning Board report, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 4 to 0. Mayor Schoenig motions to accept the March Planning Board report, Trustee Bryde 2<sup>nd</sup> all in favor 4 to 0. Copies of the report are appended to these minutes.

2.2. Engineer's Report – Todd Atkinson delivers the March Engineer's report.

2.2.1. Deputy Mayor Piccini motions to amend the agenda to address the EOH resolution while the engineer is present. Deputy Mayor Piccini motions to adopt Resolution No. 042016-1 as written, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0.

2.2.2. MS4 Report 30 day posting for public comment complete – Deputy Mayor Piccini motions to authorize the mayor to sign the MS-4 report and submit to DEC, Trustee Boissonnault 2<sup>nd</sup> all in favor 5 to 0.

2.2.3. Mayor Schoenig asks about the trees that have died at the retrofits. Mr. Atkinson says he has reached out to the contractor to replace.

2.2.4. Trustee Bryde asks about the seasonal flow increase. Mr. Atkinson says there is a little bit of melt going on and manholes are getting seepage.

2.2.5. Deputy Mayor Piccini thanks Mr. Atkinson for contributing his time and experience to revise the fee schedule.

2.2.6. Mayor Schoenig motions to accept the engineer's report, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0. Copy of the report is appended to these minutes.

2.2.7. While the engineer is still present, Mayor Schoenig addresses the replacement of the Carmel Avenue Bridge as he attended the meeting along with Deputy Mayor Piccini, DOT and MTA. Mayor Schoenig affirms the selected alternative 2 of the DOT proposed designs including sidewalks, lighting, and bike lanes in both directions realigning it with Michael Neuner St. and installing a traffic signal. This alternative 2 configuration is as described in the revised Comprehensive Plan and will significantly improve that gateway to the Village and lend itself to complete streets. Construction would be a period of one year instead of two (had they proposed to replace the existing bridge in place one lane at a time). After the new bridge is installed, the old bridge will be taken down, sewer, water and utility lines will be attached to the new bridge, and green space will replace the decommissioned roadway. Mr. Atkinson said the DOT model of traffic flow looked very good with limited queueing at the traffic signal under a variety of simulations. This bridge will be one span without a need for a

midpoint pier on the MTA tracks which is good for MTA. Overall this proposed alternative #2 is a good solution for the Village, DOT, and MTA.

- 2.3. Police Report - Chief Del Gardo delivers the March police report. Chief Del Gardo was pleased to announce Nicholas Mirko received an award from Stop DWI – a distinguished honor. Trustee Bryde asks about the fights outside the village. Chief Del Gardo said the fights were just outside the village and officers on scene called for backup. Trustee Bryde asks about the suspicious light. Chief Del Gardo says there were no lights suspicious or otherwise when we came on scene. Trustee Bryde asks about the man with a gun. Chief Del Gardo said it was a BB gun but the man was arrested for threatening and assault. Trustee Bryde asked whether the “following too close” violation was on Main Street. Chief Del Gardo said it was on Main Street. Mayor Schoenig asks about the 911 calls outside the village. Trustee Meagher asks about DWI arrests of three but tickets were four. Chief Del Gardo says that more than one ticket can be issued per incident. Deputy Mayor Piccini asks about the remnants of a fight inside and outside El Dorado on Saturday morning. Chief Del Gardo said the officers responded to a fight and the owner was told to clean the sidewalks but it was not done. Mayor Schoenig motions to accept the March Police report, Trustee Meagher 2<sup>nd</sup> all in favor 5 to 0. Copy of the report is appended to these minutes.
- 2.4. Code Enforcement Report – Bill Scorca delivered the Code Enforcement report for March. Trustee Bryde asks about the three violations from last month. Mr. Scorca said tickets were issued as necessary to remediate. Trustee Meagher asks if there will be fewer permits issued because of the new fee schedule. Mr. Scorca says there is no way to predict compliance as penalties for non-compliance to the code are higher as well so that should be a deterrent from those trying to avoid the permitting process. Mayor Schoenig motions to accept the Code Enforcement report for March, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0. Copy of the report is appended to these minutes.
- 2.5. Zoning Board of Appeals Report – Mayor Schoenig motions to accept the report of no activity, Trustee Boissonnault 2<sup>nd</sup> all in favor 5 to 0. Copies of the report are appended to these minutes.
3. Budget adoption – Mayor Schoenig motions to adopt the Tentative Budget as the Adopted Budget for Fiscal Year 2017 beginning June 1, 2016 as published prior to the public hearing held on April 13, 2016, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0.
4. East of Hudson Resolution – addressed during the Engineer’s report.
5. Multimodal #1 – Project ID S840 – authorization for Mayor to sign – Deputy Mayor Piccini motions to authorize Mayor Schoenig to sign the S840 project agreement, Trustee Boissonnault 2<sup>nd</sup> all in favor 5 to 0.
6. Parking on Garden Street – Deputy Mayor Piccini said DPW Superintendent Crawford addressed the letter writer’s questions and his response will be forwarded to the complainant.
7. Urban Renewal Plan – Deputy Mayor Piccini says the Board of Trustees has the latest corrections and everything is back from VHB. At this point in time Professor John Nolan of PACE Land Use Law Center is doing an informal review and we hope to have his comments, if any, by May 4, 2016. Since it is unlikely to have his comments back by the scheduled April 25, 2016 work session Deputy Mayor Piccini says the work session should be canceled. Public Notice of the work session was already published so our best efforts to notice the cancellation including a notice on the door will be made. Deputy Mayor Piccini motions to cancel the work session, Trustee Boissonnault 2<sup>nd</sup> all in favor 5 to 0. Deputy Mayor Piccini says the earliest we will address the Urban Renewal Plan would be at our Regular Meeting on May 18, 2016.
8. Health Insurance waiting period – Counsel Jennifer Herodes advises that the waiting period for health insurance should be waived and any full time employee should be offered coverage upon employment with the Village. The employee policy needs to be updated to reflect the change. The Court Clerk position should be filled within two weeks and the existing policy of a probationary period of 3 months before health insurance coverage will be waived.
9. Employees Retirement System Accumulated Sick Time Resolution & Affidavit Mayor Schoenig motions to reaffirm adoption of section 41j adopted on February 7, 2007 by adopting Resolution No. 042016-2 adopting 41j of NYS retirement system as written, Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0.
10. Correspondence Sent/Received for March, 2016 – Trustee Bryde asks about the Main Street resident who complained about the early morning trash pickup. Trustee Meagher says the complainant is not unhappy anymore. Trustee Bryde asked Mayor Schoenig if he attended the Putnam County Chamber – Government forum held on Sunday April 17<sup>th</sup>. Mayor Schoenig said he had an emergency and was unable to attend. Trustee Meagher said she attended the Putnam County Chamber business-government forum and said most of the discussion was about roadside litter and the DEP Watershed Agreement revision currently underway. Mayor Schoenig motions to accept correspondence, Trustee Meagher 2<sup>nd</sup> all in favor 5 to 0.
11. Minutes for approval;

11.1. April 6, 2016 Minutes for Regular Meeting – Trustee Bryde motions to approve the April 6, 2016 Regular Meeting minutes, Trustee Boissonnault 2<sup>nd</sup> all in favor 5 to 0.

11.2. April 13, 2016 Minutes for Budget Public Hearing – Trustee Bryde motions to approve the April 13, 2016 Budget Public Hearing minutes, Trustee Boissonnault 2<sup>nd</sup> all in favor 4 to 0. Trustee Meagher abstains.

12. Suburban Carting – Trustee Meagher says most of the issues with the trash have been resolved. Trustee Meagher says she has emailed them at least four times escalating verbiage. Trustee Bryde said she had asked Trustee Meagher to copy the Board on the emails and we have received none. Trustee Boissonnault asked how many emails Trustee Meagher sent. Trustee Meagher said four. Mayor Schoenig asked if she sends the same one. Trustee Meagher said she is sending the emails to Herb Malach and he might not be the right contact as he is sales. Trustee Boissonnault says we should make contact with higher authorities as they are ignoring us. Trustee Meagher says she believes they are fixing the problems rather than coming in to meet with the Board.

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

13.1.	A - GENERAL FUND	\$31,728.34
13.2.	C - REFUSE & GARBAGE	17,424.61
13.3.	EN - ENGINEERING FEES ESCROW ACCOUNT	720.00
13.4.	F - WATER FUND	12,954.43
13.5.	G - SEWER FUND	19,006.47
13.6.	T - TRUST & AGENCY	4,723.66

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Total Vouchers Payable \$86,557.51

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

14. Intern – Mayor Schoenig received an unsolicited email from Timothy Douglas asking if he could do an unpaid internship with us to help with the planning regarding urban renewal. Clerk Hansen said he could be helpful with certain projects and seems to communicate well. Mayor Schoenig said he will contact him and offer him a volunteer position as an intern working from the office in Brewster. Trustee Bryde says if he chooses to join us we need to do a background check and drug testing like a routine hire even though unpaid. Clerk Hansen said he would follow that process.

15. Newspaper name – The Village is working on a quarterly newsletter to help inform Village residents about many matters. The first edition is scheduled to premiere in June, 2016. Mayor Schoenig will conduct a lottery among the choices submitted and let everyone know the chosen title.

16. Other Business

16.1. Deputy Mayor Piccini attended the Town of Southeast board meeting public hearing, work session and regular meeting. B.O.S. Land Development needs an easement from the Town to access the property off of Palmer Road and the Town wants some concessions in return. The employee longevity award is updated to employee handbook. Food truck permit process established. The plate reader discussed previously is not yet owned by the Town. The Town changed their fee schedule for rental occupancy.

16.2. Trustee Meagher says Village cleanup day went well. Big Belly trash is going to do an analysis of our trash can placement and provide a report.

16.3. Trustee Bryde asks about the DEC fees discussion with Supervisor Hay. Mayor Schoenig says Supervisor Hay has not gotten back to him on the SPDES permit fees. Attended CAP luncheon with Deputy Mayor Piccini, Mayor Schoenig and Clerk Hansen. It was a very pleasant luncheon as usual. Trustee Bryde asked about the Little League opening day ceremony and parade. Trustee Meagher and Trustee Boissonnault said it went well and there was a larger turnout than normal. Trustee Boissonnault noted that the girls' softball participation has increased over last year.

16.4. Trustee Boissonnault says the new sign for Wells Park was ordered and paid for by Kevin and Judy Callahan for the sign and installation. We thank them very much for their generous donation. Field was aerated and over seeded and we are hoping for rain. Together Trustee Bryde and Clerk Hansen put together a list of invitations and prepared and sent out individual letters and invitations for Opening Day. BBQ grills and new swings were ordered. Pressure washed all playground equipment and the playground set donated by the School District looks great. Another 40 yards of mulch was donated and delivered. The front entrance has been cleaned up in preparation for the sign installation. The Hill Neighborhood Association is sponsoring a planting day which is open to all. The policy of having the Board approve each application for use seems onerous. Simple applications should be able to be approved without Board consideration. The sense of the Board is not to waive fees as the Village incurs cost for every rental. However if a waiver of fee is deemed warranted by the applicant it will require

Board approval. Only complete applications and deposits received will be considered for approval. Final approvals will be addressed at the May 4, 2016 regular meeting if all paperwork is complete.

17. New Business

17.1. Trustee Bryde says Senator Murphy's Moving Veteran's Wall honoring our veterans Opening Ceremony will be at Mahopac Library on May 2, 2016 at 2:00 P.M. Local Village of Brewster resident and WWII veteran Tom Smith will be present. Trustee Bryde asked about the NYSEG helicopter notification. Clerk Hansen said it was just information for the Board should someone ask a question. Trustee Bryde asked about the Retirement seminar Clerk Hansen attended. Clerk Hansen said there was a review of all reporting requirements. Trustee Bryde asked if we had someone to take the minutes on May 4<sup>th</sup> since Clerk Hansen will be absent. Clerk Hansen said that Athena Arvan has agreed to cover that meeting.

18. Public Comment

18.1. Alan Patrie from St. Lawrence O'Toole wants to conduct a parade on May 29 but has not submitted an application yet. Mayor Schoenig motions approval for a procession May 29, 2016 starting at One Main Street, up Progress Street, Prospect Street to the church, waiving fees, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0 pending submittal of a formal parade permit application.

18.2. Rick Stockburger asks if it was the sense of the Board to eliminate Air Bed and Breakfast. Deputy Mayor Piccini does not recall a preference during the Comprehensive Plan Committee meetings.

19. Mayor Schoenig motions to go into executive session to discuss a personnel matter, Trustee Meagher 2<sup>nd</sup> all in favor 5 to 0.

20. Mayor Schoenig motions to come out of executive session and adjourn, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0.

1. <u>GENERAL INFORMATION</u>		
Report No:	4 of 2016	Date: 4/20/2016
Contract No:		
Facility Name: <b>VOB / Wastewater Treatment Plant and Collection System</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 Engineers Contract and Scope of Work including:		
a. Activities completed this month (attach additional pages as needed)		
• The average daily flows at the plant in February were 129,850.		
• Marvin Avenue Pump Station Pump #2 repaired.		
• North Main Street Pump Station Pump #2 repaired.		
• CMF Module #1 installed. Unit online.		
• First Quarter compressor servicing complete.		
b. Status of activities in progress this month (attach additional pages as needed):		
• RBC #2 rebuild in progress.		
c. Activities scheduled (attach additional pages as needed):		

**VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 4 of 2016	Date: 4/20/2016	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.</b>	<b>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 amount of sand cleaned up throughout the Village.</li> <li>• Annual Report posted on Village website.</li> <li>• No comments received on Annual Report</li> <li>• Annual Report comment period closed.</li> </ul>
<b>b.</b>	<b>Status of activities in progress this month (attach additional pages as needed):</b>
	<ul style="list-style-type: none"> <li>• Sign East of Hudson Operation and Maintenance Policy.</li> <li>• Receive Mayor's Signature on Annual Report Certification Page.</li> </ul>
<b>c.</b>	<b>Activities scheduled (attach additional pages as needed):</b>
	<ul style="list-style-type: none"> <li>• Submit <b>FINAL</b> Annual Report to NYSDEC by May 23, 2016</li> <li>• Await comments from NYSDEC on 2014-2015 Annual Report submitted in May 2015.</li> </ul>

**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 -- February 16, 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*

**Pending Business:**

**494 North Main Street -- 67.256-1-13**

The applicant completed all documentation regarding proposed project. Required paperwork completed and on file.

**Urban Renal Plan**

Continuation of public hearing held. After receiving additional comments from those wishing to speak, the public hearing was closed.

Approved minutes of Planning Board meeting will be forwarded to Village Trustees for review.

New Business:

Gress, S.B.L. #'s 67.27-1-2, 67.27-1-3 & 67.35-1-39, Lot Line Change

This applicant wished to adjust lot lines between properties owned by Jack & Josephine Gress as well as properties owned by The Town of Southeast. The planning board asked for additional information to be submitted and project is ongoing.

Brewster Honda Sales Center, S.B.L. > #67.36-2-6

Applicant submitted a conceptual application to the planning board for discussion purposes. This proposed project would require the removal of the existing sales and service structure in order to erect a new sales and service building that is within the "brand image" of The Honda Corporation. When ready, the applicant will re-submit for a formal application.



**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 – March 15, 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*

**Pending Business:**

Gress, S.B.L. #'s 67.27-1-2, 67.27-1-3 & 67.35-1-39, Lot Line Change

The applicant completed all documentation regarding proposed project. Project was approved for lot line change between Village of Brewster & Town of Southeast.

**New Business:**

Board discussion regarding deficiencies and or clarifications in the new zoning codes. Further discussions to be scheduled.

Example: Lot line change does not require a public hearing. Board expressed the opportunity of the board to waive public hearing vs. not having one.

**VILLAGE OF  
BREWSTER POLICE  
DEPARTMENT  
MONTHLY REPORT**

**MARCH 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 March- 2016

<b>TICKETS</b>	
Uniform Traffic Tickets:	92
Parking Tickets:	159
Code Tickets Intox	1
<b>TOTAL TICKETS</b>	<b>252</b>
<b>TAXI INSPECTION</b>	
	15
<b>ARRESTS</b>	
	3
MIRKO	DWI
MIRKO	BURGLARY
PEIFFER	DWI
<b>SECURITY VISITS PATROL</b>	
Sewer Plant	276
Water Tank	262
Well Field	22
<b>TOTAL VISITS</b>	<b>559</b>
<b>FOOT PATROL</b>	
Main Street	74
MTA Station	91
Residential	47
<b>TOTAL HOURS</b>	<b>212</b>
<b>911 CALLS / WALK IN / PICKUPS - 112</b>	
Court Hours S.E	92
Court Hours VILLAGE	24

<b>VEHICLE REPAIRS</b>	
	\$1,218
<b>MILEAGE TOTAL</b>	
	5955
<b>Total Fuel</b>	
	831

PEO Stockburger	Tickets:	47
	Hours:	50

PEO Gianguzzi	Tickets:	4
	Hours:	7

Security Detail	2 Officers
Security Detail	2 Officers

**911 DISPATCHED CALLS - 75**

- AIDED - 16**
- EDP - 1**
- VEHICLE ACCIDENT - 6**
- DISPUTE - 7**
- LARGE FIGHT - 2**
- BURGLAR ALARM - 2**
- FIRE - 1**
- GAS ODOR - 1**
- 911 HANGUP - 5**
- SUSPICIOUS LIGHT - 1**
- NOISE COMPLAINT - 6**
- LOST DOG - 2**
- MAN WITH GUN - 3**
- WELFARE CHECK - 1**
- BACK UP S.O. NARC ARREST - 1**
- TREE DOWN - 1**
- HARASSMENT - 2**
- POSSIBLE BURG - 3**
- SERVE SUPBOENA - 1**
- MISSING PERSON - 1**
- URINATING IN PUBLIC - 1**
- PARKING CONDITION - 1**
- INTOX PERSON - 2**
- CUSTODY EXCHANGE - 1**
- ASSIST OTHER AGENCY - 7**

**VILLAGE OF BREWSTER POLICE**

**SELECTIVE TRAFFIC ENFORCEMENT**

**MARCH 2016**

**CELL PHONE - 13**

**SEAT BELTS - 2**

**SPEEDS - 2**

**STOP SIGN - 22**

**RED LIGHT - 2**

**FOLLOWING TOO CLOSE - 1**

**DWI - 4**

**TOTAL - 46**

March 29, 2016

Attention: Peter Hansen & Village Trustees

Reference: March ZBA Activity

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

Best Regards,

Todd Gianguzzi ZBA, Chairman