

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
7 AUGUST 2019
REGULAR MEETING 7:30 PM
MINUTES

The Board of Trustees of the Village of Brewster held a regular meeting at 7:30 PM on August 7, 2019 at Village Hall, 50 Main Street, Brewster, NY 10509.

Attendees:

Mayor: James Schoenig
Deputy Mayor and Trustee: Christine Piccini
Trustees: Mary Bryde, George Gaspar
Village Counsel: Anthony Molé
Clerk & Treasurer: Peter Hansen
Deputy Clerk-Treasurer: Michelle Chiudina

Absent:

Tom Boissonnault

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. Proclamation for George Godfrey, 60 years of service with Brewster Fire Department – Mayor Schoenig asks Mr. Godfrey to step forward and apologizes for missing the service awards dinner. Mayor Schoenig says that on behalf of the Village Board and the Village residents, I want to thank you for your service with the fire department for the last 60 years. Mayor Schoenig shakes his hand and the audience applauds.
2. DPW Report – Superintendent Domenic Consentino delivers the DPW report. Mr. Consentino says there is a new leaf box being made for the dump truck for leaf collection and the tractor is at Westchester Tractor getting the snow blower mounted. Mr. Consentino says that the pump curves show two new motors are needed and he is awaiting a price for changing out the booster pump in the pump house building. There is a quote for repacking the wells with glass beads instead of gravel. Mr. Consentino continues stating that the lowest price paving bidder has not returned our requests for quotes but the second lowest bidder is a more reliable choice, and they will complete the milling and paving at \$10 more a ton and have 3 inches milled instead of 4 inches to offset the increase in cost. Mr. Consentino says that both bidders are on the Putnam County bid list and Council Molé said that it shouldn't be a problem and an agreement will be signed once everything is set in stone, from the price to which roads are being milled and paved. Trustee Bryde asks about the glass beads that would replace the gravel, and Mr. Consentino says that the beads are more effective in catching impurities than the gravel stones. Trustee Bryde asks about the well production in each of the wells, noting that one well's production dropped 20% and the other well's production dropped 44% since 2010. Mr. Consentino says that once the new electric motors are in, the well pumps can go back on rotation and it should help production levels. Mayor Schoenig motions to accept the DPW report, Trustee Bryde 2nd, all in favor 4 to 0.
3. Town of Southeast Block Building on Gold Lot – Clerk Hansen was told by the Town of Southeast that the block building was structurally unsound and needed to come down and may possibly be replaced. He explains that the Village has no jurisdiction over building codes and inspection but he raises the questions the Village have any participation in architectural style, size, parking, traffic

impact, storm water runoff, regarding a potential project? Counsel Molé says there is no involvement on the Village's part other than an interested party regarding SEQRA.

3.1 Amy Campanero, Director of the Southeast Museum, has approached the Village about possibly moving the items stored at the block building during the demolition and possible rebuild, to 25 Marvin Avenue for an indeterminate amount of time as she and the Town Board members are unsure if and when the building will be rebuilt or whether she will be permitted to store her collections there in the future. Trustee Gaspar asks how much room is available between the library storing their items and Putnam CAP holding the toy drive in the month of December. Ms. Campanero says she has five, 8 feet high and 3 feet deep, steel shelving units that hold all of her items and she doesn't need to be able to retrieve any of the items once they are in storage, but would prefer that the items are in a room or area that locks. Ms. Campanero says that once she finds a permanent place for the items, she will move the items out of 25 Marvin. Trustee Bryde asks about insurance on the items and Ms. Campanero says that the Museum can provide an insurance certificate. Mayor Schoenig motions to allow the Museum to store the items currently in the block building in the 25 Marvin Lab Building, Trustee Bryde 2nd, all in favor 4 to 0.

4. Village Financial Update

4.1 Road Paving Bond sale – Village Clerk & Treasurer Peter Hansen says the Bond Anticipation Note sale was held on July 31, 2019. The \$1,150,000 issue had 5 bidders ranging from 1.59588 to 1.79% net interest cost. We chose the lowest bid which was Piper Jaffray. The closing is scheduled for August 15th when funds will be deposited to our account and the bond anticipation note is good for one year and it is expected to transition into a serial bond at the end of that year, once the exact cost of the paving projects are known. Any amounts not used to pay the costs of the project will not be serialized and will be used towards what does get serialized.

4.2 Year to date performance to plan - Village Clerk & Treasurer Peter Hansen says it is still very early in the year to be forecasting but everything appears to be more or less on track. We are roughly 20% through the year in expenses not including debt service costs which have not hit the expenditure column yet. Revenues are on the low side in water and sewer but nothing to be concerned with at this early juncture. Clerk Hansen also states that expenses are running according to plan at this point in time and for the next bill, he will have a list of those residents who are behind on their water bills so a letter can be sent out to them.

5. PTA Movie Night at Wells Park – There was not a representative from the PTA present at the meeting. Clerk Hansen explains that the PTA has requested September 21, 2019 for their movie night and has two rain dates of September 27 and 28, requesting fees be waived. Mayor Schoenig motions to allow the PTA to have their movie night at Wells Park on September 21, 2019, with rain dates of September 27 and 28, 2019 with all fees waived, Trustee Gaspar 2nd, all in favor 4 to 0.

6. KVS Accounting Software upgrade to Cloud (SaaS) – Clerk Hansen explains that our current account software, KVS has started the process of upgrading their software to Cloud based. This will save a lot of time for the Village employees who use the software because all of the information that needs to be accessed will be on one database.

6.1 Clerk Hansen explains the cost of the move to the Cloud. It will be \$3,000 for hosting KVS modules SaaS September 1, 2019 through October 31, 2020, and \$3,600 for converting and hosting Utility Billing to SaaS for November 1, 2019 through October 31, 2020. Annual licenses of \$7,533 for November 1, 2019 through October 31, 2020 with a total of \$14,133 for conversion, upgrade and annual licenses includes web services to “train the trainer.” Clerk Hansen says that no additional costs are anticipated and annual renewal with no changes \$9,781.00, which is a difference of \$4,352 from what is being paid currently, but

mentions that it is less expensive than trying to find a new account software. Clerk Hansen says that upgrading will save time and money because no backups will need to be performed every night, which is a substantial part of the IT budget. Mayor Schoenig motions Clerk Hansen to continue with the renewal process and upgrading the accounting software to a Cloud based system, Trustee Gaspar 2nd, all in favor 4 to 0.

7. 50 Main Street Lease – Mayor Schoenig met with Joe Divestea, of the Putnam Community Foundation, regarding the lease renewal for 50 Main Street. The current lease agreement includes snow removal and Mr. Divestea would like to know how much it costs and would subtract that cost from the new agreement. The Village asked Bottge for a salting, shoveling and snow removal estimate, which was \$24,000, but includes a fee of \$2,500 for each time they need to remove snow, salt or plow after the initial removal per snow storm. Deputy Mayor Piccini motions to authorize the Mayor to negotiate with Putnam Community Foundation regarding the lease terms and report back to the Board, Trustee Gaspar 2nd, all in favor 4 to 0.
8. Wells Park Video Surveillance proposal – Mayor Schoenig expresses his displeasure of the amount that would need to be paid monthly for wireless internet access. Clerk Hansen explains that Comcast will provide a drop for free but will charge the Village \$150 per month for a wireless connection that would be used for the cameras. The Board discusses the different options for cameras and what providers to use. Mayor Schoenig would like to speak with the Comcast representative to try to negotiate a more reasonable price for the internet connection.
9. NYSEG rate increases – Mayor Schoenig mentions that the Board received information on public hearings that will be taking place the following week. The Board discusses the public hearings stating that there was one on August 6, and other two are on August 14 and 15. Clerk Hansen mentions that the public does not need to be at the public hearings to make a comment, those comments can be submitted over the phone or in writing, via email or letter. The Board asks Clerk Hansen to put the information on Village website and Facebook.

10. Minutes for Approval

- 10.1 July 17, 2019 minutes – Trustee Bryde motions to approve the July 17, 2019 minutes, Deputy Mayor Piccini 2nd, all in favor 4 to 0.

11. Vouchers Payable – Trustee Bryde reviewed the vouchers payable and found everything in order.

12.1	A -	General Fund	\$49,593.39
12.2	C -	Refuse & Garbage	4,566.50
12.3	F -	Water Fund	14,935.78
12.4	G -	Sewer Fund	79,705.27
12.5	T -	Trust & Agency	1,556.71

Total Vouchers Payable \$150,357.65

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

12. Other Business

- 12.1 Deputy Mayor Piccini reminds the Board that articles for the next Village Matters are due to the editor.
- 12.2 Trustee Bryde mentions that Mayor Schoenig and herself attended the Annual Firemen’s Parade on July 25, and stood on the reviewing stand with the members of the Town of Southeast Council and Assemblyman Kevin Byrne. Trustee Bryde also mentions that she volunteered for the Coalition that Cares at the 4H Fair on July 28, and there was a very large turnout for the event. Trustee Bryde asks Clerk Hansen if there was a specific date for the online Anti-Harassment training, and Clerk Hansen states that a date has not been decided on yet, and neither has a deadline date.

13 New Business

- 13.1 Trustee Gaspar spoke with Bill Scorca, Code Enforcement Officer, about some precautions that should be put into place at 530 North Main Street as demolition and tree removal begins. A fence has been put up along the property line but Trustee Gaspar wanted to ensure that some protection for the soil was done so that there is minimal soil erosion due to rainfall that occurred that week, and that may occur in weeks to come. Trustee Gaspar believes that the soil has been treated and if not, will be treated in the near future.
- 13.2 Mayor Schoenig mentions that September 8, 2019 is the Fall Festival on Main Street.

14 Public Comment

- 14.1 Margaret Fox stated her complaint about the Wells Estate property maintenance. Ms. Fox has spoken with Clerk Hansen and Code Enforcement Officer Scorca about the grass and shrubbery that is overgrown at the corner of the property closest to hers on Center Street. Ms. Fox is also stating that there are snakes and rats in that area that make their way onto her property and she would like the problem to be remediated. Counsel Molé says New York State property maintenance law supersedes the Village Board's authority and this is a Code Enforcement matter. Counsel suggests the Board ask Code Enforcement inspect the reported condition and report back to the Board of Trustees. Mayor Schoenig offers to look at the property with Building Inspector Joe Hernandez on Saturday August 10, to determine what can be done about the property.
- 14.2 Rick Stockburger would like to note the 3-hour parking that is now being enforced and would like to mention that there are signs missing around the 3-hour parking area that need to be replaced to ensure proper notice of the law. Mr. Stockburger asks about any progress in the Board reviewing the signage in that area and Mayor Schoenig states that the reviewing process has not started yet. Clerk Hansen mentions that Domenic Consentino purchased about 20 signs but is not sure what signs those were. Mayor Schoenig agrees that the Board needs to tackle the parking issues for the residential areas in the Village.
- 14.3 John Lord, Town of Southeast Councilman, asks about sewer flow abnormalities that had occurred in the past and if those problems were solved with the efforts made by the Village Engineer Todd Atkinson. Clerk Hansen explains that the inserts to the manhole covers may have helped but the rain flow has been down significantly since last year. Mr. Lord asks about what happens when a property changes owners and if any inspections are performed. Mayor Schoenig states that inspections on rental properties are performed every two years during the rental registration process and when those rental properties are purchased, the new owner is supposed to come in and fill out a new property registration form along with an inspection. Trustee Gaspar mentions that when a title search is performed on a property, a fire inspection is also performed, depending on when the last one was. Clerk Hansen mentions that when a property is purchased, there is not always a title search, and sometimes there is just a final water meter reading, which is asked a day or two before closing. John Lord also asks about the 208 Main Street property status. Mayor Schoenig says it is still potentially being sold and new townhouses may go up in its place. Mayor Schoenig continues by stating that the Village and the DEP are in ongoing discussions about the properties adjacent to Marvin Avenue, including the Green Lot and the Tri-State Lot, and there is a meeting with DEP set up for the end of August. John Lord asks about Garden Street School and who is purchasing that property. Mayor says that he has not heard anything about the person or group who put money down on an offer that was accepted by Brewster Central School District but the offer is about to expire, and that person or group has not approached to Village to do their due diligence, as that property is a part of the revitalization.

14.4 Lynn Eckardt says the Town is putting “No Parking” signs on Railroad Avenue and 3-hour parking signs for the Diverting Trail. Mayor Schoenig proposes an IMA for the Village Police to patrol and ticket that area. Rick Stockburger suggests that signs go up on Morningthorpe Avenue as the parkers may move there next.

15 Mayor Schoenig motions to adjourn, Trustee Bryde 2nd, all in favor 4 to 0.