

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
16 OCTOBER 2019
7:30 P.M.
REGULAR MEETING
MINUTES

The Board of Trustees of the Village of Brewster held a regular meeting at 7:30 PM, on October 16, 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, Tom Boissonnault
Village Police Chief: John Del Gardo
Village Engineer: Todd Atkinson
Village Counsel: Anthony Molé
Clerk & Treasurer: Peter Hansen
Deputy Clerk-Treasurer: Michelle Chiudina

Absent:

Pledge to flag.

Notation of Exits

Regular Meeting

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

1. Nora Paladino, Little Free Pantry – Nora Paladino introduces herself and explains her idea of supplementing the offerings of the various food pantries that serve the community by offering an exchange program whereby people can leave non-perishable items in a central location for others to pick up when the food pantries are closed thereby serving the underserved food challenged among us more readily. The space would allow people to drop off things they may not need or be able to use for others to pick up as well giving the opportunity for those who receive to give back through in-kind contributions. Ms. Paladino would be the primary organizer and facilitator for this idea and hopes we can make this a reality in the near future. Ms. Paladino identified a couple of areas within the Village for a location; the library and Studio Around the Corner. Mayor Schoenig says both those areas are under Town of Southeast control and the Village would not be able to help you secure either location but Mayor Schoenig will pass the information you provided along by email to John Lord, Town Councilman in our audience this evening, who will broach the subject with the Town Board. Councilman Lord provided his card to Ms. Paladino in order that she may contact him directly in the future. Mayor Schoenig and the Village Board members thanked Ms. Paladino for her well thought-out and prepared presentation and wished her luck also saying the Village Board would keep an open mind as to other potential locations that might fall under the purview of Village oversight.
2. William Banks, Census – Mr. Banks is working for the 2020 Census and wants to let everyone know that the Census will be hiring up to 1,000 people in Putnam County for between \$17 and \$23 per hour at varying levels of responsibility. Mr. Banks asks if it is possible to put out some lawn signs and leave literature in the front office. Deputy Mayor Piccini asks if there is material that can be put in the front windows. Mr. Banks says there is. The Mayor and Board members encourage Mr. Banks to advertise the 2020 Census and the job availability and tell him to provide the Clerk with information for our website and Facebook page so we can extend his reach further into the community.
3. Monthly Reports
 - 3.1. September, 2019 Engineer's Report – Todd Atkinson delivers the September Engineer's report. Copy attached to these minutes. Deputy Mayor Piccini asks about the status of the Zoning Table revision. Mr. Atkinson says he hopes to have it done in the next couple of days. Deputy Mayor Piccini motions to accept the Engineer's report, Trustee Gaspar 2nd all in favor 5 to 0.
 - 3.2. September, 2019 Police Reports: Tabled until November 6, 2019 meeting.

- 3.3. September, 2019 Code Enforcement Report – Bill Scorca delivers the September, 2019 Code Enforcement report. Copy attached to these minutes. Trustee Bryde notes the violations went from 35 last month to 3 this month. Mr. Scorca says there is no routine amount of violations to be expected on a monthly basis and the number of violations may vary substantially from month to month throughout the year. Mayor Schoenig motions to accept the Code Enforcement report, Trustee Boissonnault 2nd all in favor 5 to 0.
- 3.4. September, 2019 Planning Board Report – Rick Lowell provides the same report as last month as there was no business and no meeting. Mayor Schoenig motions to accept the Planning Board report, Trustee Gaspar 2nd all in favor 5 to 0. Trustee Gaspar mentions that from now on draft minutes of Planning Board minutes will be posted within 14 days of meeting with approved minutes to follow after formal approval at the next available meeting. Trustee Gaspar asks if it is all right with the Board and Counsel if the Planning Board meetings law can be amended to take out the word “shall” meet monthly to “may” meet monthly pending any business to discuss. The Board and Counsel are amenable to this suggestion.
- 3.5. July, August, September, 2019 Zoning Board of Appeals Report. No report provided.
4. Sewer Bond Refunding ~\$1,020,000 bond balance remaining currently at 4.4695% matures in 2035, refunding can save approximately \$85,000 over the remaining life of the bond after soft costs if we can refinance below 2% which seems likely at this time. The Board agrees it is something we should pursue and asks for a Bond resolution for refunding of the bond be prepared and put on the agenda for the November 6, 2019 meeting. Clerk Hansen to contact Bond Counsel and Bond Financial advisors to start the ball rolling.
5. Budget Transfer \$10,000 from Sewer Contingency to Sewer Collections Contract Expense – Mayor Schoenig motions to transfer \$10,000 to G.8120.420 Collection System Contractual Expenditure Account, Trustee Boissonnault 2nd all in favor 5 to 0.
6. Billing Arrears (45-day post quarterly billing list) – Clerk Hansen says there is approximately \$30,000 in arrears between water and sewer over four billing cycles, \$20,000 of which qualifies for collection demand letters which Deputy Clerk Michelle Chiudina is in the process of preparing along with shut-off notices to follow as necessary.
7. Correspondence sent & received for September, 2019 – Trustee Bryde asks if any of the water shut off notices resulted in water being shut off. Deputy Clerk Chiudina says none resulted in water shut off at this time. People came in and either paid in full or made partial payments to keep their water on. Mayor Schoenig motions to accept correspondence sent and received, Trustee Bryde 2nd all in favor 5 to 0.
8. Minutes for approval;
- 8.1. October 2, 2019 Minutes – Trustee Bryde motions to approve the October 2, 2019 minutes, Deputy Mayor Piccini 2nd all in favor 5 to 0.
9. Vouchers Payable Deputy Mayor Piccini reviewed the vouchers and found everything in order.
- | | | |
|------------------------|-------------------------|-------------|
| 9.1. A - | GENERAL FUND | \$30,249.29 |
| 9.2. C – | REFUSE & GARBAGE | 22,640.39 |
| 9.3. EN - | ENGINEERING FEES ESCROW | 4,235.13 |
| 9.4. F - | WATER FUND | 9,656.94 |
| 9.5. G - | SEWER FUND | 14,021.54 |
| 9.6. TA - | TRUST & AGENCY | 1,405.87 |
| Total Vouchers Payable | | \$82,209.16 |
- Mayor Schoenig motions to approve vouchers payable as listed, Deputy Mayor Piccini 2nd all in favor 5 to 0.
10. Other Business
- 10.1. Deputy Mayor Piccini motions to authorize Mayor Schoenig to sign the letter to terminate the services of our current marketing firm, Trustee Gaspar 2nd all in favor 5 to 0.
- 10.2. Trustee Gaspar motions to set a public hearing for November 6, 2019, 7:30 PM at Village Hall, 50 Main Street, Brewster, NY 10509 to amend the Village Code regarding Planning Board local law to remove the word “shall” meet and change it to “may” meet pending business. Counsel Molé will prepare the exact language for the local law amendment and public notice for publication.
- 10.3. Trustee Bryde thanks Six Diamonds Tree Service for taking down the tree in front of 20 Main Street free of charge and says they were quick and professional about the whole thing. Trustee Bryde asks about the cable modem and camera for Wells Park. Clerk Hansen says the cable modem and camera have been

purchased. The camera has been mounted and the cable modem and internet connection remain to be set up with Comcast. Trustee Bryde notes that on December 5th the Southeast Museum will run two programs in Village Hall; one in the afternoon and one in the evening to educate the public on historical events and fulfill the obligations of a grant received. Trustee Bryde emailed DPW Superintendent Domenic Consentino to remove Main St. flower baskets while Deputy Clerk Michelle Chiudina and she ordered more flowers so the holiday baskets could be put up. Trustee Bryde reminds every one of the Ragamuffin Parade on October 26th.

11. New Business

- 11.1. Trustee Gaspar would like new striping on the streets that were repaved particularly at stop signs. Trustee Gaspar mentions that it would be a good idea to have Paleen smooth out the transitions on Marvin Avenue where the street remains unpaved waiting for the construction of the Tonetta Brook Headwall underneath Marvin Avenue.
- 11.2. Trustee Gaspar mentions the Bailey Park Contractor Staging for DOT and the rest of the Board concurs that it is fine for them to use the area as a staging ground per the email that was distributed prior to the meeting.
- 11.3. Trustee Bryde mentioned that the Brewster Family Dental business had a ribbon cutting with the Brewster Chamber of Commerce celebrating one year in business and Clerk Hansen, Deputy Clerk Chiudina, and she attended the very nice affair.
- 11.4. Trustee Boissonnault says he has an offer from Girl Scouts to decorate the tree but they will need some help with the top. Mayor Schoenig says the new tree still looks great.

12. Public Comment

- 12.1. Rich Prejs says he attended the Fire Department open house and felt it was a great success.
- 12.2. Rick Lowell says he is here with several neighbors from the north end of Center Street who have complaints about several incidents of vandalism in the neighborhood. Mr. Lowell says that Chief Del Gardo is aware and involved in combatting the problem and thinks relocating a streetlamp and closing off Casino Street at the end of the paved section might have some positive effects. Mr. Lowell says tires have been slashed, a trampoline was slashed, tires have had nails embedded in them and the problems have been repetitive. Margaret Fox Moore says the former Macomber house on Center Street has what appears to be doors separating living areas and the house used to be a two-family house but now appears to house more than two families. Clerk Hansen notes the information and will ask Code Enforcement to check it out. Mayor Schoenig says working with Chief Del Gardo is the best thing you can do. The Chief's recommendations will help address the problems and hopefully prevent future issues such as those described. Mayor Schoenig also says he will go up to Center Street and Casino Street with the DPW Superintendent to see first-hand the conditions including the lighting available and will make appropriate adjustments with NYSEG as recommended by the Chief and required to alleviate the conditions that may be enabling this type of vandalism and bad behavior to occur.
- 12.3. Angelina Pillai asks about the private shared road leading to her house and provides a list of complaints regarding: her neighbors, the shared private road, the lack of cooperation in parking between her and her neighbors, the lack of "No Parking" signs on the shared private road, the dangers faced by children waiting for the school bus, speeding on the shared private road, the lack of police enforcement on the shared private road, that Oak Street is not one-way, and often repeats the same points she raised previously. Counsel Molé says he will look into the shared private road, Ms. Pillai hands him some documents and Counsel Molé says that the documents support the fact that it is a shared private road and that the Village will not enforce traffic, parking, snow removal, or any kind of road maintenance on a private road. Mayor Schoenig informs Ms. Pillai that Oak Street will not be made one-way and none of the items she articulated are actionable by the Village Board because the road identified is a shared private road, not a public Village road.
- 12.4. John Lord asks if the Village offices are still moving to another location. Mayor Schoenig says yes, the plan is to move to 25 Marvin Avenue sometime in the future. John Lord asks about the DOT meeting at Village Hall for the Carmel Avenue Bridge. Clerk Hansen says it is for those properties directly affected by the

construction and they would have received an invitation but the Trustees are likely to attend as it is their Village and they want to stay informed and if you want to attend we don't think they would turn you away. John Lord asks for clarification of the Southeast Museum event at Village Hall. Trustee Bryde says the first event is from 2 to 3:30 PM in the afternoon and the second event is from 7 to 8 PM in the evening both on December 5, 2019 at Village Hall.

13. Mayor Schoenig motions to go into executive session to discuss personnel and contracts, action may be taken at the conclusion of executive session and resumption of the regular meeting, Deputy Mayor Piccini 2nd all in favor 5 to 0.
14. Mayor Schoenig motions to come out of executive session and resume the regular meeting and adjourn, Trustee Boissonnault 2nd all in favor 5 to 0.

1. GENERAL INFORMATION		
Report No:	10 of 2019	Date: 10/16/2019
Contract No:		
Facility Name: VOB / Wastewater Treatment Plant and Collection System		
2. ENGINEERS STATUS OF PROJECT (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 September were 123,000		
b. Status of activities in progress this month (attach additional pages as needed):		
• Cutter blades to be installed on both pumps at the Pottam Avenue Pump Station. Parts have been ordered		
• Replace sand and clean underdrains in Sand Filters 1 & 3		
• Pump Control panel at Marvin Avenue Pump Station needs upgrade. JRF/A reviewing quote		
• North Main Street Pump Station requires a new generator		
c. Activities scheduled (attach additional pages as needed):		

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No:	10 of 2019	Date: 10/16/2019
Facility Name:		VOB / PLANNING BOARD REVIEW AND CONSULTATION

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.	Projects reviewed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> • 530 North Main - 37 hours • 79 Main Street - 3.25 hours
b.	Status of Planning Board projects (attach additional pages as needed):
	<ul style="list-style-type: none"> • Route 22 Brewster LLC (BP Station) Final Inspections • 538 North Main Street – Construction Ongoing/Amendment Approved • 162 Main Street Ongoing Inspections • 79 Main Street Resolution Requirements, Inspections • Brewster Honda, Panchlist Inspections • 530 North Main Street – Ongoing Inspections
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Continue plan review and meetings for B.O.S. Land Development • Perform final inspections on Route 22 Brewster LLC (BP Station) Site, when needed • Perform site inspection at 538 North Main Street, when needed • 530 North Main Street, Ongoing Inspections • Perform inspections at 162 Main Street, when needed • Perform site inspection at 79 North Main Street, when needed

1. GENERAL INFORMATION		
Report No:	10 of 2019	Date: 10/16/2019
Contract No:		
Facility Name: VOB / Tonetta Brook Marvin Avenue Headwall		
2. ENGINEERS STATUS OF PROJECT (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)		
b. Status of activities in progress this month (attach additional pages as needed):		
• "Issued for Bid" Contract Documents being completed.		
c. Activities scheduled (attach additional pages as needed):		
• Bid project in October 16, 2019- November 4, 2019		

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 10 of 2019	Date: 10/16/2019	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):
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Address any regulatory comments on the MS4 Annual Report

September, 2019 Code Enforcement Report



VILLAGE OF BREWSTER
50 MAIN STREET
BREWSTER, NY 10509
(845) 279-3760

SEPTEMBER, 2019 SUMMARY REPORT

		Year to Date
A.1560 SAFETY INSPECTION =	\$3,655.00	\$12,790.00
A.2555 BUILDING FEES =	29,730.56	45,275.70
A.2590 PROPERTY REG =	1,375.00	4,050.00
<hr/>		
TOTAL FOR SEPTEMBER =	\$34,760.56	\$62,115.70

PERMITS: 14

VIOLATIONS: 3

TOTAL COs, CCs: 7

INSPECTIONS 1

PROPERTY REG OPEN

Village of Brewster, NY
Planning Board Report

October 16, 2019

Rick Lowell, chairman

Rick Stockburger, vice chairman

David Kulo

Janet Ward

Marti Foster

Greg Folchetti, attorney- Costello & Folchetti

Todd Atkinson, PE- J.R. Folchetti & Assoc.

Cathy Chiudina, secretary

Planning Board Meeting Date: Third Tuesday of the Month, 2019, 7:30PM

There being no old or new business before the board, the regularly scheduled meeting for September was not held.

Respectfully,



Rick Lowell

Chairman

REFUNDING HIGHLIGHTS

Village of Brewster, New York
 Refunding 2010 Bonds
 Refunds 8/10/10 Bonds (3/1/21-35)
 BQ, Insured; 8 Year Call

Debit/Delivery Date	12/20/2019
Refunding Bond Par Amount	940,000.00
Bond Arbitrage Yield	1.859971%
Escrow Yield	1.960812%
Refunded Bonds Par Amount	<u>1,020,000.00</u>
Net PV Savings	70,791.38
% Savings of Refunded Bonds	6.9403%

Date	FY Savings
05/31/2020	8,509.94
05/31/2021	3,808.76
05/31/2022	3,840.00
05/31/2023	3,871.26
05/31/2024	3,933.76
05/31/2025	3,996.26
05/31/2026	4,050.00
05/31/2027	4,215.00
05/31/2028	4,371.26
05/31/2029	4,558.76
05/31/2030	4,658.76
05/31/2031	4,783.76
05/31/2032	4,933.76
05/31/2033	5,053.76
05/31/2034	10,283.76
05/31/2035	10,143.76
	<u>85,082.56</u>

Preliminary Refunded Bond Fiscal Year Savings Estimate