

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
4 March 2015
REGULAR MEETING
Draft Minutes

The Board of Trustees of the Village of Brewster held a Regular Meeting March 4, 2015 at 7:30 PM at Village Hall, 50 Main Street, Brewster, NY 10509.

Attendees:

Mayor:

Deputy Mayor and Trustee: Christine Piccini

Trustees; Mary Bryde, Tom Boissonnault, Terri Stockburger

Village Engineer:

Village Counsel: Anthony Molé

Clerk & Treasurer: Peter Hansen

Absent:

James Schoenig

John Folchetti

Pledge to flag.

Notation of Exits

Regular Meeting

Deputy Mayor Piccini motions to open the regular meeting, Trustee Stockburger 2nd all in favor 4 to 0.

1. Waiver of Moratorium – 494 North Main Street Corp., American Petroleum, location: 494 N. Main Street
 - 1.1. Trustee Stockburger motions to approve the waiver of moratorium for the old Williams Gas Station and send the matter back to the Code Enforcement Officer for further processing, Trustee Boissonnault 2nd discussion: Owner states the property will be rehabilitated and brought up to code and include a convenience store instead of the current service bay; vote; all in favor 4 to 0.
2. Farmer's Market
 - 2.1. Jack Gress appears on behalf of the Coalition for a Better Brewster to obtain approval to run the Farmer's Market again this year at 208 Main Street, Brewster, NY 10509 with the expectation and hope that the market will transition to Wells Park when the grounds are suitable. Jenny Hinsman will manage the Farmer's Market this year as K.C. Anderson has retired after founding the Coalition for a Better Brewster and providing many years of service to the Brewster community including conceiving and bringing to fruition both the Founder's Day celebration and the Brewster Farmer's Market. Both events are known far and wide and have helped to improve Brewster's image and commercial opportunities. Trustee Boissonnault echoes Mr. Gress' desire to transition to Wells Park and agrees the market needs to plan for 208 Main Street at this time. Mr. Gress adds that each vendor will have to sign a hold harmless agreement along with the vendor agreement and provide an insurance certificate naming the Village of Brewster as additional insured. A portable toilet and a parking monitor will also be provided by the Coalition. Trustee Bryde notes that Jenny Hinsman sounds like she has the qualifications and experience to market and promote the Farmer's Market as well as manage. Trustee Boissonnault motions to approve the Farmer's Market at 208 Main Street on Wednesday and Saturday – 9:00 AM to 2:00 PM which is the same location and hours as last year. The start date is Saturday, June 13, 2015; end date is Saturday November 21, 2015 with the expectation of moving to Wells Park at 98 Oak Street when it is available; and to provide assistance of the DPW and the Police as in years past as needed, Trustee Stockburger 2nd all in favor 4 to 0.
 - 2.2. Note Founder's Day is scheduled for September 13, 2015.
3. Draft Comprehensive Plan Update – Consideration for acceptance – Deputy Mayor Piccini notes this document was approved and forwarded to the Board of Trustees for adoption by the Comprehensive Plan Committee at their last meeting on February 25, 2015. The document and appendices are posted on our website and available for review in the Village Office 8:30AM to 4:00PM Monday through Friday.
 - 3.1.1. Trustee Bryde motions to accept the Draft Comprehensive Plan as last revised on March 3, 2015, Trustee Boissonnault 2nd all in favor 4 to 0. Mayor Schoenig absent. Trustee Bryde thanks Deputy Mayor Piccini for her guidance and leadership bringing this project to fruition.
 - 3.2. Public Hearing schedule and notice –
 - 3.2.1. Trustee Stockburger motions to set a public hearing for Draft Comprehensive Plan Update at 7:30pm on, April 8, 2015 at Village Hall 50 Main Brewster, NY 10509 and when the Environmental Impact Statement

engineering review is complete to circulate the same to interested agencies, Trustee Boissonnault 2nd all in favor 4 to 0.

3.2.2. Trustee Bryde motions to approve all necessary public notices for the process, Trustee Boissonnault 2nd all in favor 4 to 0.

4. Frozen Water Mains – update

4.1. Clerk Hansen says the extreme cold weather and frequent sub-zero temperatures have caused more water lines underground to freeze this winter. Trustee Boissonnault asks how we determine whose responsibility the frozen line is. Clerk Hansen says the transition point to the owner is the curb box. Typically if the valve is turning freely then the water is not frozen at that point and the owner should clear the line between the curb box and the meter. Most of the freeze-ups we have had this year have been cleared by the property owner. Approximately 3 appear to be Village lines and we are addressing them as quickly as resources allow. The current inclement weather is interfering with our ability to dedicate our own or subcontractor resources to the task as snow and ice removal takes priority.

5. Westchester Community College Workforce Training Venue and Schedule – Clerk Hansen says the college would like to use our Village Hall on Sunday evenings from 5:30PM to 8:30PM to conduct an Entrepreneurship class as part of the Workforce Training grant. The inherent idea is to help business owners grow their business providing healthier economic activity in the Village and surrounding area leading to improvements in median household income.

5.1. Trustee Stockburger motions to approve the use of Village Hall by Westchester Community College for workforce training on Sunday evenings from 5:30 to 8:30 or as may reasonably coincide with those times, Trustee Bryde 2nd, discussion; Deputy Mayor Piccini notes that past discussions have revolved around not conflicting with Village uses of the meeting room and Sunday evenings will not interfere in any Village schedules. Trustee Bryde asks if they know how many people might attend. Clerk Hansen says that is unknown at this point and will be part of the process of disseminating information and receiving registrations. Trustee Bryde notes that this is not “in granite” yet. Clerk Hansen agrees. Trustee Boissonnault says their letter said they would provide security if needed. Trustee Bryde says the Village Police should be able to open the building, patrol as needed, and close the building without additional security required. Clerk Hansen says we will lock the office doors to prevent access; vote; all in favor 4 to 0.

6. Budget report Year to Date FY 2015

6.1. Village Treasurer Hansen says most everything is on track with the exception of the Comprehensive Plan expenses and snow expenses as has previously been brought to the Board of Trustee’s attention. Revised budget lines will be submitted as soon as we have a firmer commitment of grant reimbursement and total expected snow removal expenditures.

7. Minutes for approval;

7.1. February 18, 2015 Regular Meeting

7.1.1. Trustee Bryde motions to approve the February 18, 2015 minutes, Trustee Stockburger 2nd all in favor 4 to 0.

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

8.1. A - GENERAL FUND	\$15,095.44
8.2. C - REFUSE & GARBAGE	17,459.92
8.3. F - WATER FUND	10,282.34
8.4. G - SEWER FUND	76,456.03
8.5. T - TRUST & AGENCY	1,995.29

Total Vouchers Payable \$ 121,289.02

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

9. Other Business

9.1. Trustee Stockburger

9.1.1. Trustee Stockburger reached out to the Brewster Carmel Garden Club regarding ordering flower baskets but the club is not yet ready with information.

9.1.2. Trustee Stockburger found a supplier for flagpoles and brackets like we have today and is working with Jack Gress on parking meter bracket replacements.

9.2. Trustee Bryde

9.2.1. Team Brewster is tomorrow and future Envision Brewster meetings are canceled because the Comprehensive Plan update is complete. Do we need to take further action? Counsel Molé will review and advise.

- 9.2.2. Trustee Bryde commends the Village Department of Public Works, Dan Crawford and the employees for a job well done throughout the winter.
- 9.2.3. Trustee Bryde asks if the Police Crown Victoria was sold as planned. Clerk Hansen says the buyer did agree to purchase the vehicle for the sale price authorized by the Board of Trustees and title transfer is planned for Thursday 3/5/15.

9.3. Trustee Boissonnault

- 9.3.1. Trustee Boissonnault is designing and pricing signs for Wells Park and revisiting the park entrance design. The design of the sign is intended to match the sign in front of 208 Main and is expected to cost \$1,000 for a single sided sign and \$1,500 if two sides are desired. Trustee Boissonnault is also looking at a "Welcome to the Historic Village of Brewster" sign on Carmel Avenue as you approach the bridge from the west.

9.4. Deputy Mayor Piccini

- 9.4.1. Deputy Mayor Piccini reminds the Board that the PACE Land Use Leadership Alliance Training Program hosted by Putnam County on the 16th and 30th of March at Putnam County Golf Course. Those who intend to attend need to RSVP.
- 9.4.2. Deputy Mayor Piccini asks what happens to the Comprehensive Plan Committee now that the update is finished. Counsel advises the committee is no longer needed.
- 9.4.3. Deputy Mayor Piccini motions to disband the Comprehensive Plan Committee with thanks, Trustee Bryde 2nd all in favor 4 to 0.
- 9.4.4. Deputy Mayor Piccini notes signs need to be planned, purchased and deployed for "no bicycling on sidewalks."

10. New Business

10.1. Trustee Stockburger

- 10.1.1. Trustee Stockburger receives email updates from Dutchess County Planning and notes they have training for planning coming up.

10.2. Trustee Bryde

- 10.2.1. Trustee Bryde notes the Putnam County Community Action Program fundraising luncheon is April 16th.
- 10.2.2. Trustee Bryde notes the Flag Day ceremony will be on June 14th at the Elks.
- 10.2.3. Trustee Bryde notes Bulk pickup is squared away now and notice went out with the Refuse bill.

10.3. Deputy Mayor Piccini

- 10.3.1. Deputy Mayor Piccini notes the Street Sweeper date will be included with the April water bill.
- 10.3.2. Deputy Mayor Piccini says the next step in the Village revitalization process is for VHB to update the Zoning Code and begin work on an Urban Renewal Plan as part of their existing contract.
- 10.3.3. Deputy Mayor Piccini asks Village Counsel Molé to provide the Board of Trustees with outstanding zoning issues that have cropped up and not yet been addressed. Counsel Molé will provide the list to the Board.

11. Public Comment

- 11.1. Jack Gress asks that we recognize K.C. Anderson for her many, many years of service and untiring contributions to the Village of Brewster since as far back as 1985 and perhaps earlier.
- 11.2. Rick Stockburger asks that a letter be sent to the Town of Southeast Peaceable Hill Water District regarding lead-agency concurrence. Deputy Mayor Piccini suggests waiting until Mayor Schoenig is in attendance.
- 11.3. Rick Stockburger asked about the Comprehensive Plan Update grammatical review. Deputy Mayor Piccini says that editorial review is underway and thanks Trustee Bryde for reviewing the reviewers and making several corrections.

- 11.4. Rick Stockburger said he is planning on attending Planning Federation training on April 12-14 with Trustee Stockburger. Deputy Mayor Piccini asks if both Boards are fully aware of the training opportunity pending budget considerations.

12. Deputy Mayor Piccini motions to go into Executive Session to discuss contractual matters, Trustee Bryde 2nd all in favor 4 to 0.

13. Deputy Mayor Piccini motions to come out of Executive Session, resume the Regular Meeting and Adjourn, Trustee Bryde 2nd all in favor 4 to 0.