

**Village of Chester
Board of Trustees Meeting
January 13, 2014**

The Board of Trustees of the Village of Chester held their monthly business meeting in the Village Hall meeting room on Monday, January 13, 2014. Members present: Mayor Philip Valastro, Deputy Mayor Philip Roggia, Trustee Betty-Jo Bono, Trustee John T Bell and Trustee Carole Duffy. Also present: Village Attorney Ian Schlanger, Village Treasurer Angela O’Neill, Police Chief Peter Graziano, Street Superintendent, Charles Bono, Water Treatment Operator, Thomas Becker and Village Code Enforcement Officer John Orr. In the audience: Sandra Rothenberg, Megan Tennermann, Virginia Privitar of The Chronicle Newspaper, Gordon Shehab, Nikki Mayer, Edward ”EJ” Szulwach, Richard Robillard, David Nietmotko, AIA of the Orange County Planning Board.

Mayor Philip Valastro opened the meeting at 7:00 PM with the Pledge of Allegiance.

AUDIT OF BILLS: Mayor Philip Valastro noted audit of monthly bills for approval was complete.

APPROVAL OF MINUTES: A motion to accept the Village monthly business minutes and reorganization minutes of December 2, 2013 was made by Deputy Mayor Philip Roggia second by Trustee Carole Duffy. Motion unanimously passed.

TREASURER’S REPORT: Treasurer Angela O’Neill was present and read report as follows:

CASH BALANCES ENDING DECEMBER:

<u>Fund/Bank Account</u>	<u>Deposits</u>	<u>(Disbursements)</u>	<u>Interest</u>	<u>Ending Balance</u>
<u>General Fund</u>				
Checking	736,129.09	721,483.52	19.68	97674.35
Savings	--	671,014.75	959.46	4,469,004.48
<u>Water Fund</u>				
Checking	99,282.96	90,723.54	25.90	304,409.34
Capital MM	28,691.11	--	7.12	85,444.89
<u>Sewer Fund</u>				
Checking	42,223.73	1,079.00	13.02	179,718.73
MM SAVING	--	--	--	CLOSED

Cumulative Fiscal Year Interest Earned by Fund 06/01/2013 – 05/31/2014

General Fund	7,677.09
Water Fund	383.40
Sewer Fund	579.52

Treasurer’s Discussion:

- (1) **EXPENSE CONTROL REPORT:** Year to Date Expense Control Report for all funds was e-mailed to Board Members on 1/10/14. If you have any specific questions related to this document, please feel free to discuss with me.
- (2) **REVENUE CONTROL REPORT:** Year to Date Income Control Report for all funds was e-mailed to Board Members on 1/10/14. If you have any specific questions related to this document, please feel free to discuss with me.
- (3) **BUDGET 2014-2015:** I have begun working on next year’s fiscal budget. During the months of January and February I will be meeting with each department head, and the mayor to establish a tentative budget, to be filed with the Clerk’s office by 3/17/2014.
- (4) **BUDGET MODIFICATIONS:** Attached is a schedule representing budget modifications. Requesting your approval to make the modifications in the financial system.

(5) **NYGFOA:** The 35th Annual NYGFOA Conference will be held this year from 4/1-4/04/14. I plan on attending their training seminars Wednesday (4/2) through Friday (4/4) morning. My focus this year will be on maximizing revenue opportunities, all updates from the Comptroller's office, including economic updates, improvement of internal control practices, Fiscal Stress Monitoring and building a "better budget", and all Health Care Act Reform Sessions.

A motion to approve the Treasurer to attend the NYS GFOA Conference in Albany on April 25, 2014 was made by Trustee Carole Duffy, second by Trustee Betty-Jo Bono. Motion unanimously passed.

A motion to approve to make the modifications in the financial system was made by Trustee Betty-Jo Bono, second by Trustee John T. Bell. Motion unanimously passed.

GF Line Item	Acct. Code	Approx. Over Budget	Reason	GF Line Item Available For Budget Transfer	Acct. Code	Available Bal. for Transfers
Tax Ads - Printing	A.1362.0452.0000	5.00	OCR Tax Service Price Inc./per bill	Tax Advertising-Legal Ads	A.1362.0401.0000	5.00
Village Clerk -Training	A.1410.0481.0000	739.00	NYCOM Accommodation Costs	Village Clerk - Code Updates	A.1410.0407.0000	500.00
				Elections - Advertising/Legal	A.1450.0401.0000	239.00
Village Clerk Code Updates	A.1410.407.0000	433.00	Additional Supplements	B Of T - Training	A.1010.0481.0000	433.00
Engineer - Projects	A.1440.0417.0000	1130.00	Drainage/Flood issues in the Vill - Grant Denied	Special items-Contingent AC	A.1990.0400.0000	1130.00
Central Garage - Bldg. Repairs	A.1640.0404.0000	11588.00	Oct 2012 Hurricane Damage	Special Items - Contingent AC	A.1990.0400.0000	7728.00
				Revenue - Insurance Recoveries	A.0000.2680.0003	3860.00
Zoning - Ads & Legal	A.8010.0401.0000	58.00	Not Budgeted	Zoning - Professional Serv.	A.8010.0454.0000	58.00
Police - Auto Maintenance	A.3120.0403.0000	2647.00	Auto Accident Repairs	Ins. Recoveries - Other	A.2680.0000.0003	2647.00
Water - Bldg. Repairs	F.1620.0404.0000	337.00	Overhead Garage Doors Broken	Water - Contingency Account	F.1990.0400.0000	337.00

A motion to approve to the Treasurers report was made by Deputy Mayor Philip Roggia, second by Trustee Betty-Jo Bono. Motion unanimously passed.

BUILDING REPORT: Building Inspector/Code Enforcement Officer John Orr was present and read report as follows:

Current projects that were inspected during the last month:

Boodles - 37 Main Street

1- Renovation continues.

Smith - 65 Greycourt Ave

1- Work has stopped for the winter.

Bruedan – Fini

1- First house is complete.

2- Second house framed and interior work has started.

Morris – 11 Maple Ave

1- Work continues.

Platinum Theme Parties – 69 Brookside Ave

1 – Work Complete.

Prestige Auto Body – 30 Lehigh Ave

1- Work Complete.

Bukowski – 16 Chester Acres Blvd.

1 – Work continues

Middletown Urgent Care

1- Work is almost complete.

VanDerMeulen – 32 Maple Ave

1- Second floor has been installed.

2- Interior work underway.

Motions to approve the Building Inspector to attend Annual Conferences throughout the 2014 year in order maintain a mandatory service credit was made by Trustee Betty-Jo Bono, second Trustee Carole Duffy. Motion unanimously passed.

POLICE REPORT: Police Chief Peter Graziano was present and read his report as follows:

1. Personnel:

- No issues

2. Citizen Issues:

- Jackson St. – Police Dept. worked together with Trustee Bell, the Street Dept. and the Building Dept. this morning in response to a complaint made to the Mayor relative to vehicles blocking dumpsters. 2 vehicles that had no/improper plates were towed and it was suggested that the dumpster be moved closer to King St. where several spaces would be reserved for the dumpsters and posted as “No Parking”
- A vending/peddling permit was issued to Rita Heaney DBA 3 mamas and Mike, a food truck in front of PDJ Components. All paperwork was in order.

3. Public Safety Issues:

- Traffic Details: Continuing

4. Facilities:

- No issues.

5. Equipment:

- No issues.

6. Vehicles:

- 726, 2012, Impala had a collision with a deer on 10 Dec 13. The damage is estimated at \$3200. The Village has received a check from the insurance company and the vehicle is scheduled for repair this week.

7. Department Activity YTD:

Call Type	2011	2012	2013	2014
Calls for Service	3763	3799	4689	153
Criminal Cases	687	632	520	018
Arrests	342	309	285	012
Traffic Accidents	198	223	230	004

STREET REPORT: Street Superintendent Charles Bono was present and read report as follows:

We spent a couple of days after the end of leaf pickup, cleaning leaves out of the ditch lines and raking the sides of the banks to keep leaves from clogging the drainage pipes and catch basins.

We repaired 2-catch basins; one by 1 Miller Dr. and one by 8 Chester Acres Blvd.

Our equipment for snow and ice control has been installed. We still have a few more pieces of equipment to service.

We were called out five times during the month of December to deice and clear the Streets from snow. We had a couple of minor storms; one was an ice storm that left a coating of ice on the streets and then. The second one left a coating of snow on the streets which melted and froze to the streets. We then had 2 bigger storms; one which produce. 5" of snow and 2" of .sleet, which was followed by another 5" snow storm. The last storm in December was on New Years' Eve, which was a snow squall that came through and produce a 1/a" of snow. In between snow storms we spent time washing equipment and servicing or repairing equipment that needed to be repaired before the .next storm.

We would like to remind village residents about _the -guidelines to help aid the street dept. with the removal of snow. There were a few instances with people shoveling snow into the street and snow plow contractors plowing snow into the street. Also phase bring your garbage receptacles back in from the street after your garbage has been pickup.

We have been going around picking up Christmas trees a couple times a week when possible. Just a reminder that the last day the street dept. will be picking up Christmas Trees will be January 31, 2014.

WATER REPORT: Water Treatment Operator Thomas Becker was present and read report as follows:

- 1= Daily filtration plant and well #12 routine.
- 2- At the filtration plant EFM membrane cleanings are being done twice each week, the air compressors have been serviced, the generator has been serviced, All of the bolts on skid A membrane racking had to be tightened and we rebuilt the Walden chemical pumps.
- 3= Joe has been cleaning the snow off the sidewalks during and after each snow storm.
- 4=We completed the cleaning of main line water valves in the Village.
- 5= The breaks were replaced on the 2006 GMC truck.
- 6= Quarterly meters without our hand held devices because we did not receive the back from being serviced.
- 7= Quarterly testing of THMs, Haa5s, Iron & Manganese.
- 8= we assembled two desks at the Village Hall.
- 9= I have been working on the water audit for 2013.
- 10= Well house control panel replacement.

PARK& RECREATION: Trustee Betty-Jo Bono was present and read report as follows:

Trustee Bono mentioned that she attended the Park & Recreation meeting and it was mentioned that Park & Recreation committee is looking to fill two vacant seats on their board. Also mention was the following park & Recreation activities:

- Ice rink is open at Community Park but not ready for use.
- Bus Trip to Philadelphia Flower show on 3/7/2014.
- Basket Ball Program has no date.
- Sleigh riding started at Knaps View.

OTHER BUSINESS:

Resolution Authorizing KIWANIS 5K Run:

WHEREAS the Chester Kiwanis Club (the "Applicant") has requested the use of Kiwanis' Hambletonian 5K Race on May 24, 2014 (the "Event") from 8:45am to 12:00; and

WHEREAS the Applicant has promised to provide the Village with a certificate of liability insurance naming the Village of Chester as an additional named insured (the "Insurance Certificate"),

NOW, THEREFORE, be it hereby

RESOLVED that the Applicant's request for use of the identified Village of Chester Property for the Event is hereby granted, subject to the Applicant providing the Village with the Insurance Certificate.

Introduced By: Trustee Carole Duffy
Seconded By: Deputy Mayor Philip Roggia
On a vote of 5 to 0, the resolution was adopted

Resolution Authorizing the Sale of Real Property to Warehouse Outlet Buildings, Inc.

WHEREAS, pursuant to Village Law § 1-102(1), the Board of Trustees of the Village of Chester ("Village Board") is authorized to, among other things, sell real property owned by the Village; and

WHEREAS, the Village is the owner of certain real property within the Village, more particularly described in Schedule "A" attached hereto (the "Property") immediately adjacent to the real property owned by Warehouse Outlet Buildings, Inc. ("Purchaser") located on Howland St; and

WHEREAS, the Property is of no discernible benefit to the Village; and

WHEREAS, the Purchaser, has made an offer to purchase the Property for \$10,000; and

WHEREAS, the Village Street Superintendent has determined that the Property is not otherwise required by the Village's Street Department; and

WHEREAS, the Village has determined that the sale of the property to the Purchaser is in the over-all public interest; and

NOW, THEREFORE, be it hereby

RESOLVED, that the Village Board authorizes the sale of the Property to the Purchaser, or its assigns, for the price of \$10,000.00; and be it further

RESOLVED, that the Mayor, is authorized to execute and deliver such documents, in such forms as the Village Attorney shall approve, to effectuate said sale.

Introduced By: Trustee John T. Bell
Seconded By: Trustee Betty-Jo Bono
On a vote of 5 to 0, the resolution was adopted

Resolution Authorizing Reimbursement of Medicare Part B Payments:

WHEREAS, in providing The New York State Healthcare Plan as a healthcare plan option, the Village Board is required to reimburse each retiree's Medicare Part "B" payments; and

WHEREAS the person identified in the attached list are entitled to reimbursement from the Village for their Medicare Part "B" payments,

NOW, THEREFORE, be it

RESOLVED, that the Mayor, Treasurer and/or Clerk of the Village are hereby authorized to reimburse those persons listed as eligible for reimbursement of their Medicare Part "B" payments.

Introduced By: Deputy Mayor Philip Roggia
Seconded By: Trustee Betty-Jo Bono
On a vote of 5 to 0, the resolution was adopted

Resolution Authorizing Installation of A Stop Sign on Center Street:

RESOLVED, that the Mayor and Board of Trustees hereby authorize the installation of a stop sign on Center Street at the intersection of Center Street and Howland Street; and be it further

RESOLVED, that the Village's Code, Chapter 92, Schedule VI, Stop Intersections (§92-34), is hereby amended to include the following stop intersection:

<u>Stop Sign On</u>	<u>Direction of Travel</u>	<u>At Intersection of</u>
Center Street	East	Howland Street

and be it further

RESOLVED that the Village's Street Superintendent is hereby authorized to take such actions necessary to effectuate the above.

Introduced By: Trustee John T. Bell

Seconded By: Trustee Carole Duffy

On a vote of 5 to 0, the resolution was adopted

- Guardian Insurance Optical through Davis Optical for employees - A motion to approve the agreement with Guardian Insurance for Optical coverage through Davis Optical for employees was made by Trustee John T. Bell, second by Deputy Mayor Philip Roggia. Motion unanimously passed.
- Board of Trustee Monthly Meeting Schedule for 2014 – A motion to approve the Board of Trustee Monthly Meeting Schedule for 2014 was made by Deputy Mayor Philip Roggia, second by Trustee Carole Duffy. Motion unanimously passed.
- General Code Village of Chester Code book update Certification for 2013 – A motion to approve the General Code Village of Chester Code book update Certification for 2013 was made by Trustee John T. Bell, second by Trustee Carole Duffy. Motion unanimously passed.
- 26 Chester Acres – Mr. Suber submitted a letter to the Village Board requesting the penalties be waived on his water account. A motion to waive the penalties on the water account on 26 Chester Acres was made by Trustee Carole Duffy, second Trustee Betty-Jo Bono. Motion unanimously passed.
- 8 Chester Acres – Ms. Scocozza submitted a letter to the Village Board requesting the penalties be waived on her water account. A motion to waive the penalties on the water account on 8 Chester Acres was made by Trustee Carole Duffy, second Trustee Betty-Jo Bono. Motion unanimously passed.
- Met Life Dental insurance plan renewal rates for 2014 – A motion to approve the new agreement and rates was made by Trustee John T. Bell, second by Betty-Jo Bono. Motion unanimously passed.
- Greenway Project Presentation – Megan Tennermann, Planner, Orange County Planning Department

CALENDAR:

- Village Office will be closed on January 20, 2014 in observance of the Birthday of Martin Luther King Jr.

ADJOURN:

A motion to adjourn the monthly business meeting and to go in to executive session was made by Trustee John T Bell, second by Trustee Carole Duffy. Motion unanimously passed.

Respectfully submitted,

Rebecca Rivera
Village Clerk