

**Village of Chester
Board of Trustees Meeting Minutes
February 6, 2017**

The Board of Trustees of the Village of Chester held their monthly meeting in the Village Hall meeting room on Monday, February 6, 2017.

Members present: Mayor John Tom Bell, Deputy Mayor, Christopher Battiato, Trustee Elizabeth A. Reilly and Trustee, Brian J Boone. Trustee, Alan Battiato was absent.

Also, present: Village Clerk, Rebecca Rivera, Village Treasurer, Angela O’Neill, Village Attorney, Henry Christensen, Village Police Chief, Peter Graziano, Village Street Superintendent, Charles Bono, Village Water Commissioner, Gary Green, and Village Code Enforcement Officer, John Orr.

Mayor John Tom Bell opened the meeting at 7:00 PM. and started the meeting off with the Pledge of Allegiance.

AUDIT OF BILLS: Mayor John Tom Bell noted that the audit of the Village’s monthly bills for approval was complete.

A motion to approve the audit of the bills was made by Trustee Elizabeth A. Reilly, second by Trustee Brian J. Boone. Motion unanimously passed.

APPROVAL OF MINUTES: Monthly meeting minutes of January 9, 2017.

A motion to approved the Monthly meeting minutes of January 9, 2017, by Trustee Elizabeth A. Reilly, second by Deputy Mayor, Christopher Battiato. Motion unanimously passed.

CASH BALANCES ENDING JANUARY 31, 2017

<u>Fund/Bank Account</u>	<u>Deposits</u>	<u>Disbursements</u>	<u>Interest</u>	<u>Ending Balance</u>
<u>General Fund</u>				
Savings (Sterling National; Bank)	---	---	624.45	2,901,304.39
Checking (Orange County Trust)	330,167.21	337,282.98	7.54	139,570.23
<u>Savings (Orange County Trust)</u>	---	287,333.25	212.19	2,107,677.73
<u>Water Fund</u>				
Capital Checking	---	---	8.16	94,769.00
Checking	14,647.01	29244.89	17.52	335,582.08
<u>Sewer Fund</u>				
Checking	37,893.92	---	20.22	408,625.37

Cumulative Fiscal Year Interest Earned by Fund 06/1/16 – 05/31/2017

General Fund	\$ 6,940.03
Water Fund	\$ 168.48
Sewer Fund	\$ 157.83

Treasurer's Discussion:

1. EXPENSE CONTROL REPORT: Year to Date Expense Control Reports will be e-mailed to you later this week.
2. REVENUE CONTROL REPORT: Year to Date Income Control Reports will be e-mailed to you later this week.
3. SEWER COLLECTION: Sewer collection continues. 4th installment is due by 3/31/17.
4. 2017-2018 BUDGET: We will begin working on the upcoming budget this month. I will be reaching out to all board members and dept. heads to obtain their requests.
5. NYSGFOA: The 38th Annual NYSGFOA Conference will be held this year from 3/28-3/31/17. I am requesting the Board's permission to attend their training seminars Tuesday (3/28) through Friday (3/31/16). I plan on registering for classes pertaining to Budgeting Best Practices, Governmental Accounting & Financial Reporting, GAAP Updates, Setting Water/Sewer Rates, State Retirement Update, Affordable Care Act and Grant Management.

A motion to accept the Treasurer's report, as read, was made by Trustee Elizabeth A. Reilly, second by Trustee Alan Battiato. Motion unanimously passed.

BUILDING REPORT: Building Inspector/Code Enforcement Officer, John Orr, read his report as follows:

Meadow Hill Apartments.

- 1- Building #2 interior work continues.
- 2- Building #3 interior work continues.

Steris Nucifora Blvd.

- 1- Interior work continues.
- 2- Site work continues.

Mott – 45 Meadow Ave

- 1- Work continues.

Orange Bank & Trust – 91 Brookside Ave.

- 1- Issued permit for generator and renovation of second floor.

Village Hall LED conversion continues, 2nd floor has been totally converted. Will be working on the first floor during the month.

A motion to accept the Building department report as read, was made by Trustee, Brian J. Boone, second by Deputy Mayor Christopher Battiato. Motion unanimously passed.

POLICE REPORT: Police Chief, Peter Graziano, read his report as follows:

1. Personnel:

- No issues

2. Citizen Issues:

- No issues.

3. Public Safety Issues:

- Traffic Details: Continuing.
- The weekend of 21-22 January, Credit/Debit card skimming device was discovered on the ATM at the Castle. There was no data compromise as the device was removed before the suspects were able to retrieve the device. Everyone should be suspicious and physically check the machine before inserting your card. If you have any doubt, go inside and use the reader at the register. Report anything suspicious.

4. Facilities:

- No issues

5. Equipment:

- Mobile computers that were secured through a IT grant from Assemblyman Skoufis' office have arrived and are in the process of being installed.

6. Vehicles:

- No issues.

7. Other:

- No issues.

8. Department Activity YTD:

Call Type	2017
Calls for Service	239
Criminal Cases	057
Arrests	038
Traffic Accidents	019

A motion to accept the Police Department report, as read, was made by Deputy Mayor, Christopher Battiato, second by, Trustee, Brian J. Boone. Motion unanimously passed

STREET REPORT: Street Superintendent, Charles Bono, was absent. Mayor John Tom Bell, read report as

follows:

We were called out 6 times during the month of January to deice and clear the streets. 5 out of the 6 storms were not serious, but still required attention and the storms ranged from a dusting to 2" of snow. However, 1 storm proved to be a little more of a challenge, in which we received a combination of Sleet, Freezing Rain and Rain. It was forecasted that the storm would change over from sleet to rain by late evening, but the sleet continued into the early morning and finally changing over to rain around 6:00 am, but not before leaving a total accumulation of 4" of Sleet. As of to date we have used over a 185 ton of salt and 95 ton of salt sand mix. After each storm the equipment was washed and serviced for the next storm.

I spoke to Jeff Weisbrot at Henderson Equipment on Tuesday January 31st 2017. They have started work on our new truck. The hitch and the hydraulics are just about completed and they are getting ready to install the body on the truck.

We have continued going around picking up Christmas Trees a couple times a week. January 31st 2017, was the last day for picking up Christmas trees.

A motion to accept the Street Department report, as read, was made by Trustee Elizabeth A. Reilly, second by Deputy Mayor, Christopher Battiato. Motion unanimously passed

WATER REPORT: Water Commissioner, Gary Green Jr., read his report as follows:

- 1) Daily filtration plant and well #12 routine
- 2) Weekly filter cleaning procedure was performed on both filtration skids
- 3) Clean in place procedure on both filter skids
- 4) Monthly water samples to lab
- 5) Quarterly samples to Lab
- 6) Backflow prevention testing
- 7) Opened valve in state park to increase water from lake source from 178,000 to 276,000 a day
- 8) Lake level is 5" over pin level
- 9) Replaced lights in garage to led lighting
- 10) Assisted in bathroom remodel at village hall
- 11) Chlorinated, flushed, and bacteria sample at building #2 Meadow Hill.

A motion to accept the Water Department report, as read, was made by Deputy Mayor Christopher Battiato. Second by, Trustee, Brian J. Boone. Motion unanimously passed.

PARK& RECREATION: no report. Mayor John Tom Bell mentioned the following:

Monday, March 13, 2017, we will be heading to the Philadelphia Flower Show. Act fast to reserve your seat. For more information contact the Town of Chester, Park and Recreation, 845-469-7000 ext8.

OTHER BUSINESS:

17-6 RESOLUTION AUTHORIZING THE VILLAGE OF CHESTER TO APPLY FOR GRANT IN CONNECTION WITH THE LARKIN'S GREEN BANDSTAND/STAGE AND REMODELING OF

BATHROOM FACILITIES PROJECT

WHEREAS, a grant in the sum of \$150,000 was secured for the Village with the assistance of Senator Larkin for the construction a bandstand/stage and renovation of existing bathroom facilities on Village Property (the "Project"), and

WHEREAS, the grant funding is to be administered by the Dormitory Authority of the State of New York (DASNY) and

WHEREAS, the Village is required to submit a preliminary grant application and coordinate with DASNY in connection with the administration of the Project;

NOW, THEREFORE, be it hereby

RESOLVED, that the Village Board authorizes the Mayor, with the assistance of other Village officials and employees, to submit a preliminary application and take such other actions which are required to secure the \$150,000 grant and to coordinate with DASNY for the administration of the Project as necessary.

Introduced By: Trustee Brian J. Boone

Seconded By: Deputy Mayor Christopher Battiato

On a vote of 4 to 0 , the resolution was adopted.

17-7 RESOLUTION DECLARING THE CONSTRUCTION OF THE LARKIN'S GREEN BANDSTAND/STAGE AND REMODELING OF BATHROOM FACILITIES A TYPE II ACTION FOR SEQRA PURPOSES

WHEREAS, the Village has applied for a grant and proposes to construct a bandstand/stage and renovate existing bathroom facilities on Village Property located at 12 Bank Street in the Village for a project known as "Larkin's Green"; and

WHEREAS, the Larkin's Green bandstand/stage project involves the construction of a structure or facility involving less than 4,000 square feet of gross floor area, not involving a change in zoning or a use variance and is consistent with local land use controls, and

WHEREAS, 6 NYCRR § 617.5(c)(7) provides that such an action is a Type II SEQRA action not requiring further review under 6NYCRR Part 617;

NOW, THEREFORE, be it hereby

RESOLVED, that the Village Board declares that the construction of Larkin's Green bandstand/stage and renovation of existing bathroom facilities on Village Property is a Type II action under SEQRA and that no further SEQRA review is required.

Introduced By: Deputy Mayor Christopher Battiato

Seconded By: Trustee Brian J. Boone

On a vote of 4 to 0 , the resolution was adopted

17-8 Proclaiming May 2017 to be Building Safety Month

WHEREAS, the continuing efforts of the Village of Chester to address the critical issues of building safety, energy efficiency, water conservation, and resilience in the built environment that affect our citizens, both in everyday life and in times of natural disaster, give us confidence that our structures are safe and sound; and

WHEREAS, such confidence is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, laborers and others in the construction industry—
—who work year-round to ensure the safe construction of buildings; and

WHEREAS, these guardians use a governmental consensus process that brings together local, state and federal officials with expertise in the built environment to create and implement the highest-quality codes to protect Americans in the buildings where we live, learn, work, worship, play; and

WHEREAS, the International Codes, the most widely adopted building safety, energy and fire prevention codes in the nation, are used by most U.S. cities, counties and states; these modern building codes also include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes; and

WHEREAS, Building Safety Month is sponsored by the International Code Council, to remind the public about the critical role of our communities' largely unknown guardians of public safety—our local code officials—who assure us of safe, efficient and livable buildings; and

WHEREAS, “Resilient Communities Start with Building Codes, the theme for Building Safety Month 2017, encourages all Americans to raise awareness of the importance of building safe and resilient construction; fire prevention; disaster mitigation, water safety and conservation; energy efficiency and new technologies in the construction industry. Building Safety Month 2015 encourages appropriate steps everyone can take to ensure that the places where we live, learn, work, worship and play are safe and sustainable, and recognizes that countless lives have been saved due to the implementation of safety codes by local and state agencies; and

WHEREAS, each year, in observance of Building Safety Month, Americans are asked to consider projects to improve building safety and sustainability at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property,

NOW, THEREFORE, be it hereby

RESOLVED, that, the Mayor and Board of Trustees of the Village of Chester, New York, do hereby proclaim the month of May 2017 as Building Safety Month, and encourage our citizens to participate in Building Safety Month activities.

Introduced By: Trustee Brian J. Boone

Seconded By: Trustee Elizabeth A. Reilly

On a vote of 4 to 0, the resolution was adopted

17-9 RESOLUTION ADOPTING LOCAL LAW #1 of 2017

On Motion of Trustee Elizabeth A. Reilly, seconded by Deputy Mayor Christopher Battiato, it is resolved that:

WHEREAS, at the November 2016 meeting of the Mayor and Trustees, a public hearing was set for January 9, 2017, concerning a proposed local law to restate Chapter 90 - Towing of the Code of the Village of Chester, and

WHEREAS, on January 9, 2017, such public hearing was called to order and any member of the public was invited to be heard on the subject, and

WHEREAS, on January 9, 2017, such public hearing was not concluded but rather was adjourned to February 6, 2017, to receive any further comment from the public, and

WHEREAS, more than seven (7) days in advance of February 6, 2017, the continuation of such public hearing was duly advertised; and

WHEREAS, on February 6, 2017, such public hearing was reconvened and called to order and any member of the public was invited to be heard on the subject, and

WHEREAS, such public hearing was duly closed, and the Mayor and Trustees having considered any and all comments made by the public, and the same having been recorded, and there appearing to be good and sufficient reason that such revisions should be made, and

NOW, THEREFORE, be it RESOLVED that Local Law #1 of 2017 in the form presented to this meeting is hereby adopted, and the Clerk is authorized and directed to file same with the Secretary of State and to annex a complete copy thereof to the minutes of this meeting.

Votes:

	<u>Yay</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Hon. John Tom Bell	[X]	[]	[]	[]
Deputy Mayor Christopher Battiato	[X]	[]	[]	[]
Trustee Alan Battiato	[]	[]	[]	[X]
Trustee Elizabeth A. Reilly	[X]	[]	[]	[]
Trustee Brian J. Boone	[X]	[]	[]	[]

CALENDAR:

- **February 13, 2017 and February 20, 2017**, Village Office will be closed for Holiday. (Lincoln’s Birthday and Presidents Day)

- The Philadelphia Flower Show, **March 13, 2017**, Leaves Town Hall **@ 8:00am**, Leaves show
- **@ 3:30pm**. For more information contact Park & Rec @ 845-469-7000 ext. 8

ADJOURNMENT:

A motion to adjourn the meeting was made by Trustee Elizabeth A. Reilly, second by Deputy Mayor Christopher Battiato. Motion unanimously passed.

Respectfully submitted,

Rebecca Rivera
Village Clerk