

**Village of Chester  
Board of Trustees Meeting Minutes  
January 8, 2018**

The Board of Trustees of the Village of Chester held their monthly meeting in the Village Hall meeting room on Monday, January 8, 2018.

Members present: Mayor, John T Bell, Deputy Mayor, Christopher Battiato, Trustee, Elizabeth A. Reilly and Trustee, Brian J. Boone. Trustee, Alan Battiato was not present.

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

Mayor John Thomas Bell opened the meeting at 7:00 PM. with the Pledge of Allegiance.

**AUDIT OF BILLS:** Mayor, John Thomas Bell noted that the audit of the December 2017, Village’s monthly bills for approval was complete.

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

**APPROVAL OF MINUTES:** Monthly Meeting Minutes of December 4, 2017 Reorganization Meeting, December 4, 2017, November, 2017 Meeting Minutes and October Public Hearing minutes.

A motion to approve the Monthly Meeting Minutes of December 4, 2017 Reorganization Meeting, December 4, 2017, November, 2017 Meeting Minutes and October Public Hearing minutes, was made by Trustee, Elizabeth A. Reilly, second by Deputy Mayor, Christopher Battiato. Motion unanimously passed.

**TREASURERS REPORT:**

**CASH BALANCES ENDING DECEMBER 31, 2017**

<u>Fund/Bank Account</u>	<u>Deposits</u>	<u>Disbursements</u>	<u>Interest</u>	<u>Ending Balance</u>
<b><u>General Fund</u></b>				
Savings (Sterling National; Bank)	--	--	625.90	2,908,040.85
Checking (Orange County Trust)	1,147,914.60	71,257.54	13.45	485,117.47
<u>Savings (Orange County Trust)</u>	--	869,837.50	278.96	2,517,556.30
<b><u>Water Fund</u></b>				
Capital Checking	--	--	7.88	91,488.50
Checking	48,033.78	67,480.75	20.83	391,013.71
<b><u>Sewer Fund</u></b>				
Checking	121,314.04	125.00	31.61	698,517.57

Cumulative Fiscal Year Interest Earned by Fund 6/1/17-05/31/18

General Fund	6,654.11
Water Fund	187.92
Sewer Fund	242.32

**Treasurer's Discussion:**

1. **STATEMENT OF REVENUE & EXPENDITURES:** Year to Date Report is attached.
2. **SEWER COLLECTION:** Sewer collection continues. 4th installment is due by 4/02/18.
3. **2018-2019 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.
4. **NYSGFOA:** The 39th Annual NYSGFOA Conference will be held this year from 3/20-3/23/18. I am requesting the Board's permission to attend their training seminars Tuesday (3/20) through Friday (3/23/18). I plan on registering for classes pertaining to Cash Management Best Practices, Managing Change in the Public Sector, GAAP Updates, Budget Technologies, Advanced Excel Techniques for Finance Officers, Auditing & Financial Reporting, Debt Compliance, State Retirement Update, Affordable Care Act, Procurement Policies New Guidance and Update on Proposed Changes to the Annual Report.

A motion to grant permission to attend the 39th Annual New York State General Finance Officers Association (NYSGFOA) Conference in Albany, New York, on March 20 – 23, was made by Trustee Elizabeth A. Reilly, second Deputy Mayor, Christopher Battiato. Motion unanimously passed.

A motion to accept the Treasurer's report, as read by Treasurer, Angela O'Neill, was made by Trustee Elizabeth A. Reilly, second by Deputy Mayor Christopher Battiato. Motion unanimously passed.

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

Peterman – 11 Elm Street

1- Framing underway.

Meadow Hill – 44 High St.

1- Pavilion now complete.

Castle – 109 Brookside Ave

1- Some work started.

Pep Boys – 29 Elizabeth Dr.

1- Racking almost complete.

BYK – 48 Leone Lane

1- Work slowed due to weather.

FDF – 67 Greycourt Ave

1- Issued permit for new single-family home.

I had asked Sandra VanRiper to look into training for grant writing. She has found a 2-day seminar in Syracuse February 8th and 9th. The cost for the seminar is \$455 plus travel expenses. Request permission to send planning Board Secretary, Sandra VanRiper to attend.

A motion to grant permission for Planning Board Secretary, Sandra VanRiper to attend the 2-day seminar, grant writing training in Syracuse, New York, on February 8th, and 9<sup>th</sup>, was made by Deputy Mayor, Christopher Battiato, second by Trustee, Brian J. Boone. Motion unanimously passed.

A motion to accept the Building Department report as read, was made by Trustee Elizabeth A. Reilly, second by Trustee Brian J. Boone. 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.
- Holiday parade 2017: No incidents reported, still have to work out some traffic issues.

**4. Facilities:**

- No issues.

**5. Equipment:**

- 3 of the 4 AEDs are out of service. Batteries need replacement at \$300 + each and they are no longer being supported as of the end of the month per the company. The newer models are as much as \$2400 each. We are looking at a model that is about \$1600.

**6. Vehicles:**

- New vehicle #725 has arrived and in the process of getting up fit quotes.

**7. Other:**

- PESH Inspection Results – All items were completed a month ahead of schedule and we have received a letter that the case has been closed. (investigative narrative attached to minutes.)

**8. Department Activity YTD:**

Call Type	2018	2017	2016	2015
Calls for Service	53	2762	2672	3585
Criminal Cases	08	565	582	811
Arrests	04	331	345	463
Traffic Accidents	01	209	193	211

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, read his report as follows:

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

During the month of December, we had 6 storms that require us to deice and clear the streets. 5 out of 6 storms were what we call nuisance storms, which consisted of Snow and Freezing Rain with accumulations of under 2 inches. However, our first significant snow of the New Year was on January 4, which produced 7” of snow and then the temperatures dipped into the single digits with very windy conditions, causing blowing and drifting snow. During the course of the weekend we were out on several occasions to attend to the blowing and drifting snow. In the month of December, we used 100 ton of salt and 34 ton of sand salt mixture. After each storm, the equipment was wash and serviced for the next storm.

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, 2018.

I spoke to Dave Raver from Northeast Petroleum today and he said that they will be coming down on Wednesday to install our new fuel tanks, fuel pumps and fuel management system.

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

Mayor John Thomas Bell stated that he wants to remind residents that as soon as the garbage is collected home owners should pick up garbage cans and when placing the cans for collection to place them behind the curb. It helps the Street department a tremendous deal when cleaning and clearing catch basins.

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

- 1) Daily filter plant & well operations.
- 2) Twice per week filter cleaning.
- 3) Joseph Grassi and I attended Backflow Tester recertification course.
- 4) Valve box cleaning was completed.
- 5) Assisted repair on service line leak at 53 Cromwell Road.

- 6) Joseph Rosploch assisted Street Department with snow blower maintenance.
- 7) Monthly samples were taken to lab for testing.
- 8) Marking out of water lines for Dig safe N.Y.
- 9) Health Department completed annual inspection of facilities and storage tanks.
- 10) Maintenance was completed on all small engine equipment.

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

**PARK& RECREATION:** No one present from Park and Recreation.

**OLD BUSINESS:** No old business.

**OTHER BUSINESS:**

New Owner of 350 Bull Mill Road, Paul Elfers was present, and asked the Village Board for use of village water. Mayor Bell asked Water Commissioner, Gary A. Green to meet with the new owner and restore water service and check the Backflow device. Village Counsel, Henry N. Christensen, Jr, stated the Village needs a contract for out of corporation customers. Mayor Bell briefly explained to the new owner the out of corp. policy and stated that this policy is in the Village's Code.

A motion was made to turn on the water at 350 Bull Mill Road, Chester NY 10918, was made by Deputy Mayor Christopher Battiato, second by Trustee Elizabeth A. Reilly. Motion unanimously passed.

Mr. Simon Ziegler representing the (CAC) Chester Agricultural Center because the CAC is unable to attend. He made mention that he is not the one that makes the decision or if there is funding available or something to go ahead with it. On Wednesday, the CAC is going to meet that the last he heard regarding the use of village water. Mayor Bell asked Village Counsel, if the Board can go ahead and vote on it whether or not we supply the CAC water.

Village Counsel, Henry N. Christensen, Jr, responded, that he thinks the Board can do something subject to an acceptable contract, then the Board can approve it at the next board meeting.

Mayor Bell asked if there were any objections from the Board as to supplying the CAC with water?

Trustee, Elizabeth A. Reilly, stated that she was curious as to the amount of water.

Village Counsel, Henry N. Christensen, Jr, expressed to the Village Board that maybe before approving it, the CAC submits specs.

Water Commissioner, Gary A. Green Jr. reiterated what Village counsel expressed to the village Board, "in order to cover all bases". He asked that the CAC write down what is needed on a daily, or on a weekly basis on average.

Mayor Bell, stated that there is not going to be any opposition as far as what is being presented. I think the board is in favor.

Village Counsel, Henry N. Christensen, Jr, added that it should be defined, whatever is approved.

Mr. Ziegler asked the board if they want this "in written form" by the next Board meeting and Mayor Bell responded, yes.

**18- 1 Resolution Authorizing 23<sup>rd</sup> Annual KIWANIS 5K Run:**

**WHEREAS**, the Chester Kiwanis Club (the "Applicant") has requested the use of Main Street in the Village of Chester for the Kiwanis' Hambletonian 5K Race on Saturday, May 26, 2018 (the "Event") from 8:45 am to 9:30 am; 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, Brian J. Boone  
Seconded By: Deputy Mayor, Christopher Battiato  
On a vote of 4 to 0, the resolution was adopted.

Mr. Robillard was present, representing the Chester Kiwanis Club. Mr. Robillard thanked the Village for their assistance with the 5K race.

## **18-2 Resolution Authorizing Reimbursement of Medicare Part B Payment**

**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: Trustee, Elizabeth A. Reilly  
Seconded By: Deputy Mayor, Christopher Battiato  
On a vote of 4 to 0, the resolution was adopted

A motion to approve 2018 Annual Monthly Meeting Schedule was made by Trustee, Elizabeth A. Reilly, second by Trustee, Brian J. Boone. Motion unanimously passed.

### **CALENDAR:**

January 15, 2018, Village Office will be **CLOSED** for Holiday. (Martin Luther King, Birthday) Village of Chester Proposed Comprehensive Plan Meeting scheduled, Saturday, January 27, 2018 at 9:30am.  
**Location:** Chester Senior Center (behind Chester Library), 1784 Kings Highway, Chester.

### **PUBLIC COMMENTS:**

1. Michelle Deshler thanked the Village Board for the Holiday Parade and that the attendance doubled since last year. Also mentioned that she and four other people have created a non-profit group to enhance the beautification of the Village of Chester. They are working on adding flowers for the Spring and purchasing new holiday lights for the Village.
2. Clif Patrick asked regarding the upcoming concert series. He has friend that would like to play at the upcoming concert series but because she doesn't live in the Village she thought she might not be welcomed. The Mayor stated that she's welcome.
3. Leslie Smith stated that she read in the Chronicle Newspaper regarding the Young property and that the Village of Chester is in favor of the annexation.  
Mayor Bell explained that the Village has a process and stated that the Village Board is not close to accepting or voting on this proposed project as there are several processes that have not been done or completed.  
John Orr stated that the meeting regarding this proposed project is at a very preliminary stage.
4. Patricia Salerno asked if someone could check on the map links on Village of Chester website. The last time she tried opening up the link to the maps it was not working. Mayor stated that he will have the secretary to the Planning Board check the links.

As there was nothing further, Mayor Bell asked for a motion to close the meeting.

A motion to close the meeting at 8:30p.m., and go into executive session, no further business, was made by Deputy Mayor, Christopher Battiato, second by Trustee, Brian J. Boone. Motion unanimously passed.

Respectfully submitted,

Rebecca Rivera  
Village Clerk