

**Village of Chester
Board of Trustees Meeting Minutes
August 14, 2017**

The Board of Trustees of the Village of Chester held their monthly meeting in the Village Hall meeting room on Monday, August 14, 2017.

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

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

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

After the pledge of Allegiance, the Mayor made an announcement regarding Anthony Battiato and Cassandra Catlett.

I would like to make a little announcement in a big way. This past month we honored Anthony Battiato and Cassandra Catlett at the fire house. The Village of Chester Police department, Village hall and Walton Engine and Hose fire department all gave a presentation to Anthony Battiato and Cassandra Catlett for their heroism. Later in the month they were also honored by the Chester Kiwanis Organization. They were honored at the Chester Kiwanis meeting and were presented with an “Everyday Hero Award”.

AUDIT OF BILLS: Mayor John Tom Bell noted that the audit of the July 2017, 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 Deputy Mayor Christopher Battiato. Motion unanimously passed.

APPROVAL OF MINUTES: Monthly meeting minutes of June 2, 2017 and July 10, 2017 and Special Meeting July 17, 2017.

A motion to approve the Monthly meeting minutes of June 2, 2017 and July 10, 2017 and Special Meeting July 17, 2017 was made by Deputy Mayor Christopher Battiato, second by Trustee Alan Battiato. Motion unanimously passed.

TREASURERS REPORT:

CASH BALANCES ENDING JULY 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)	---	--	625.23	2,904,953.05
Checking (Orange County Trust)	431,097.26	752,511.88	31.43	511,420.54
Savings (Orange County Trust)	641,140.80	--	360.17	4,132,122.17
<u>Water Fund</u>				
Capital Checking	--	--	9.46	109,819.29
Checking	21,883.99	75,333.28	20.10	355,131.02
<u>Sewer Fund</u>				
Checking	94,277.74	50.00	43.45	878,173.89

Cumulative Fiscal Year Interest Earned by Fund 06/1/17 – 05/31/2018

General Fund \$ 1,810.01

Water Fund	\$	56.31
Sewer Fund	\$	61.45

Treasurer’s Discussion:

- 1. STATEMENT OF REVENUE & EXPENDITURES:** Year to Date Report is attached.
- 2. 2017-2018 COLLECTION:** Collection of Village Property Taxes and Sewer are underway. Sewer installment #2 is due by 9/30/17
- 3. TREASURER’S REPORT 4/10/17:** Correction to Treasurer’s Report presented on **4/10/17. 2017-2018 Sewer Budget should have read “\$580.00 annual charge for a single residence”**.
- 4. SEWER BUDGET:** Requesting permission from the Village Board to correct the sewer budget document to include line for the sewer pump station replacement project item in the amount of \$192,327.84 which was omitted when the budget was drafted.
- 5. 2016-2017 BUDGET MODIFICATIONS:** The attached schedule of budget modifications is being presented for Board Approval.

Approved by Board of Trustees 8/14/2017 Meeting				MCSJ REF #		
GF Line Item	Acct. Code	Approx. Over Budget	Reason	GF Line Items Available for Budget Transfer	Acct. Code	Available Bal. For Transfer
Justice Court/Dues	A.1110.0414	30	New Employee	Justice Court/Permit & Fees	A.1110.0453	30
Justice Court/Office Supplies	A.1110.0444	280	Ticker Scanners	Justice Court/Training	A.1110.0481	280
Mayor/Personal Services	A.1210.0100	1	Rounding	Mayor/ Office Supplies	A.1210.0444	1
Treasurer/OT Personal Services	A.1325.0120	39	Not budget for Dep Clerk to work OT	Treasurer/Personal Services	A.1325.0100	39
Treasurer/Permits & Fees	A.1325.0453	429	Underbudgeted Fees	Treasurer/Personal Services	A.1325.0100	429
Village Clerk/OT Personal Services	A.1410.0120	39	Not budget for Dep Clerk to work OT	Village Clerk/Personal Services	A.1410.0100	39
Village Clerk/Advertising-Legal	A.1410.0401	42	Special Mtgs	Village Clerk/Personal Services	A.1410.0100	42
Buildings/Building Repairs	A.1620.0404	6,919	VH Bathrooms	Buildings/Electric	A.1620.0404	4,676
				Buildings/Heat	A.1620.0426	1,402
				Buildings/Other Expenses	A.1620.0448	841
Buildings/Maintenance	A.1620.0437	1,270	Elevator Seal Emergency Repair	Contingency	A.1990.0400	1,270
Buildings/Telephone	A.1620.0476	745	Underbudgeted	Clerk/Code Updates	A.1410.0407	745

Central Printing/Office Supplies	A.1670.0444	1,154	New Desks & Filing Cabinets for V Hall	Central Printing/Postage	A.1670.0450	500
				Clerk/Code Updates	A.1620.0448	654
Central Data Process/Office Supplies	A.1680.0444	574	Ck Printer Emergency Purchase	Central Data Process/Comp Software	A.1680.0444	112
				Central Data Process/Maint Contracts	A.1680.0434	338
				Contingency	A.1990.0400	124
Central Data Process/Prof Services	A.1680.0454	288	SJA/Edmunds implementation	Central Printing & Mailing	A.1670.0410	288
Contractual Expense	A.1950.0400	792	T&C Prop Txes for 12 Bank Street	Contractual Expense	A.1930.0400	792
Police/OT Personnel Services	A.3120.0120	21,309	Per Chief: Understaffed Dept.	Police/Personal Services	A.3120.0100	21,309
Police/ Computer Software	A.3120.0409	2,116	Comp Equip for Police Vehicles	Police/Computers	A.3120.0408	2,116
Police/Professional Services	A.3120.0454	377	SJA/Comp Equip	Police/Computers	A.3120.0408	377
Police/Radios	A.3120.0455	83	Req'd Equip	Police/Computers	A.3120.0408	83
Safety Inspection/Personal Serv	A.3620.0100	14,263	New FT Position not budgeted	Police/Personnel Services	A.3120.0100	14,263
Safety Inspection/Equipment	A.3620.0200	1,068	Equip for new staff	Safety Inspection/Comp Software	A.3620.0409	500
				Safety Inspection/Auto Maintenance	A.3620.0403	568
Safety Inspection/Prof Services	A.3620.0454	84	SJA Serv for new employee	Safety Inspection/Dues	A.3620.0414	84
Street/Personal Services	A.5110.0100	886	Replacement hired for (1) dept member out on WC	Street/ OT Personnel Services	A.5110.0120	886
Street/Computers	A.5110.0408	40	New Desktop	Street/ Computer Software	A.5110.0409	40
Street/Blacktop	A.5110.0458	165	Over budget	Street/Road Sealing	A.5110.0460	165
Street/Road Other	A.5110.0464	2,313	Addtl areas	Street/Road Materials	A.5110.0463	2,313
Street/Safety Supplies	A.5110.0468	225		Street/Special Dept. Supplies	A.5110.0466	225
Street/Tools	A.5110.0479	73		Street/Special Dept. Supplies	A.5110.0466	73
Zoning/Legal Ads	A.8010.0401	60	Projects	Zoning/Office Supplies	A.8010.0444	60

Zoning/Legal	A.8010.0432	163	Projects	Zoning/ Board Meetings	A.8010.0449	163
Planning/Personal Services	A.8020.0100	14,723	New Position	Planning/Advertising Legal	A.8020.0401	400
				Planning/Dues	A.8020.0414	37
				Planning/Legal Work Sessions	A.8020.0431	950
				Planning/Office Expense	A.8020.0444	168
				Planning/Postage	A.8020.0450	80
				Zoning/Personnel Services	A.8010.0100	574
				Zoning/Professional Services	A.8010.0454	250
				Zoning/Training	A.8010.0481	217
				Contingency	A.1990.0400	12,047
Planning/Engineer Wk Sessions	A.8020.0418	292		Planning/Engineer	A.8020.0416	292
Planning/Attorney	A.8020.0432	235		Planning/Attorney Work Sessions	A.8020.0431	235
Planning/Training	A.8020.0481	20		Planning/Postage	A.8020.0450	20
Workers' Comp Insurance	A.9040.0800	56,252	Pol & Street Dept Injuries	Unallocated Insurance	A.1910.0428	16,302
				Legal	A.1930.0432	39,950
Health Insurance	A.9060.0800	38,190	Premiums	NYS Retirement	A.9010.0800	38,190
Buildings/Building Repairs	F.1620.0404	444	New lighting	Buildings/Electric	F.1620.0415	444
Buildings/ Computers	F.1620.0408	225	SJA Printer	Buildings/Heat	F.1620.0426	225
Buildings/Office Supplies	F.1620.0444	508	Broken Printer	Buildings/Heat	F.1620.0426	286
				Buildings/Postage	F.1620.0450	200
				Buildings/Telephone	F.1620.0476	22
Contractual Expense	F.1950.0400	465	Walton Lake Prop Purch 2017 T&C Taxes	Contractual Expense	A.1920.0400	465
Water Filt Plant/Maint Contract	F.8330.0434	1,886	Sensus	Water Filt Plant/Repairs & Maint	F.8330.0456	1,886
Water Transm/Electric	F.8340.0415	40		Water Transm/Gas & Oil	F.8340.0422	40
Water Transm/Hydrants & Meters	F.8340.0427	3,602	Meadow Hill Apt. Proj. \$ re-couped thru billing to developer	Water Transm/Gas & Oil	F.8340.0422	3,602
Water Transm/Testing	F.8340.0478	950		Water Transm/Repairs Water Lines	F.8340.0457	950
Sewer/Engineering	G.8110.0417	3,083	I&I STUDY	Sewer/Attorney	G.8110.0432	3,083

CENTRAL DATA PROCESSING: EQUIP	A.1680.0200.0000	28,280	ASSIGN SURPLUS FOR FINANCIAL SOFTWARE PURCH FINAL INSTALLMENT		A FUND: SURPLUS	A.0000.1000.0000	28,280
		205,022					205,022

A motion to accept the corrections from Treasures

A motion to authorize Treasurer, Angela O’Neill to make the budget modification was made by Trustee Brian J Boone, second by Trustee Alan 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 Alan Battiato. Motion unanimously passed.

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

Meadow Hill Apartments.

- 1- Building #3 final inspection conducted and passed.
- 2- A Temporary CO has been issued. The temp CO will remain in place until all site items have been finished.

Steris – 2 Nucifora Blvd.

- 1- Certificate of Occupancy has been issued.

15 Grand View

- 1- Interior work continues.

Buckley – 157 Main Street (Tuthill)

- 1- Work is complete.

Garzone – 42 Maple Ave.

- 1- Work continues.

Comprehensive Plan - We have created a page on the Villageofchesterny.com website. The page link is immediately on the front page. We have created an email for comments and are working on getting the word out to the public and business.

It’s that time of year again when all my conferences start. I would like to attend the following:

National Mitigation & Floodproofing Workshop. August 14th-17th in Woodbridge, NJ.

Annual ICC conference in Columbus Ohio September 10th-14th. Registration and most expenses will be picked up by Tri-County NYSBOC.

Annual NYSBOC September 27th-29th in Liverpool NY.

Annual Tri-County Conference November 8th-10th in Kingston NY.

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

1. Personnel:

- No issues.

2. Citizen Issues:

- Received a “thank you” letter for the donation made last month of surplus vehicles for parts.

3. Public Safety Issues:

- Traffic Details: Continuing.
- Historical Society Benefit: No incidents report during the festival this past weekend.

4. Facilities:

- No Issues

5. Equipment:

- No issues.

6. Vehicles:

- No issues.

7. Other:

- Only 1 bid was received through the NYS Auto Marketplace System. The dealer is Van Bortel Ford of East Rochester, NY.

8. Department Activity YTD:

Call Type	2017
Calls for Service	1678
Criminal Cases	335
Arrests	201
Traffic Accidents	125

A motion to authorize the Chief of Police to make purchase of a 2018 vehicle of the NYS Auto Marketplace System NYS bid was made by Deputy Mayor Christopher Battiato, second by Trustee Brian J Boone. Motion unanimously passed.

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

STREET REPORT: Street Superintendent, Charles Bono, was absent, no report submitted.

Mayor Bell made mentioned that he was in contact with Annie Engelhardt. She wanted to thanked the Street and Police department for all they help during the road sealing in Whispering Hills.

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) Weekly mowing of facilities
- 4) Quarterly Testing completed
- 5) Lead and copper testing completed
- 6) Clean in place procedure was completed on membranes.
- 7) Painting on pipes at filtration plant.
- 8) Monthly samples were taken to lab for testing
- 9) Marking out of water lines for Dig safe N.Y.
- 10) Excavation of a lead at the well house
- 11) Assisted highway dept. with tar and chip work
- 12) Power washed wooden fence and building at filtration plant.

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

PARK& RECREATION: No report submitted.

Mayor Bell made mention that the Village music series will continue into September. Tuesday, Sept. 5, Rain date the 12th: Sixty-Seven Ridge, Tuesday, Sept. 19, Rain date the 26th:

OLD BUSINESS:

No Old Business pending

OTHER BUSINESS:

17-25 RESOLUTION AUTHORIZING PURCHASE OF 9' Mark-3 Dump Body from HENDERSON PRODUCTS

WHEREAS, the Village Street Department is in need of a new Dump Body with Hydraulic Salt Spreader (the "Equipment:") for use in road maintenance operations, and

WHEREAS, pursuant to competitive bidding procedures, the New York State Office of General Services (the "NYS OGS") has awarded a contract to HENDERSON PRODUCTS, with offices in Watertown, New York and Chicago, Illinois, for, among other things, the supply of the Equipment, and

WHEREAS, the Village Street Superintendent has reviewed the specifications of the Equipment and has found that the same will meet the Village's needs, and

WHEREAS, the Village is entitled to purchase equipment on the basis of the said NYS OGS contract,

NOW, THEREFORE, BE IT RESOLVED that the Village Street Superintendent of the Village or the Mayor is hereby authorized to purchase the Equipment from Henderson Products at a price of \$7,197.00, being the contract price as awarded by the NYS OGS.

A contract of purchase for the item purchased shall be executed between the Street Superintendent or Mayor and Henderson Products. When the contract has been duly executed, the Village Street Superintendent or Mayor is authorized to complete the purchase upon delivery of the item purchased in accordance with the terms of the resolution and the contract, and to pay the above amount specified to be paid by a check drawn on the Village of Chester for \$7,197.00.

17-26 RESOLUTION Town of Chester has requested that the Village provide water service to new Town buildings being constructed at 79 Laroe Road and 81 Laroe Road.

WHEREAS, the Town of Chester has requested that the Village provide water service to new Town buildings being constructed at 79 Laroe Road and 81 Laroe Road; and

WHEREAS, the Village wishes to cooperate with the Town and honor such request;

NOW, THEREFORE, BE IT

RESOLVED, that the Village will supply water to 79 Laroe Road and 81 Laroe Road, for so long as such properties are owned and operated by the Town, subject, however, to the Town bearing the cost of all connections and water main extensions, and subject to the Town and Village entering into an agreement in form acceptable to the Mayor and the Attorney for the Village.

Introduced By: Trustee Brian J. Boone.

Seconded By: Trustee Elizabeth A. Reilly

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

17-27 Resolution proposed budget for the year 2018 for the Harriman Treatment Plant Operation and Maintenance:

The Mayor and Trustees of the Village of Chester, having received from Orange County Department of Environmental Facilities and Services a proposed budget for the year 2018 for operation and maintenance of the Harriman Sewage Treatment Plant, and having considered the same, and having heard the opinions of

Henry N. Christensen, Jr., counsel to the Village and to Moodna Basin Joint Operations & Maintenance Commission and deliberation having been had thereon, it was on Motion by Trustee Elizabeth A. Reilly, seconded by Deputy Mayor Christopher Battiato.

RESOLVED, that the Village of Chester disapproves the proposed budget for the year 2018 for the Harriman Treatment Plant Operation and Maintenance in the following respects:

1. The constituent communities of the Moodna Basin Joint Operation & Maintenance Commission (the Village of Chester, the Town of Chester, and the portion of the Town of Monroe outside Orange County's Sewer District #1) are entitled to credit on account of the 2016 operating surplus which is not accounted for in this budget.
2. The proposed budget seeks from Contract Users amounts toward administration expenses which have not been agreed to.
3. The proposed budget seeks unreasonable amounts, with no supporting explanation, for Bank run stone and Pipe Line; blacktop; auto parts; gas/diesel; tires and truck repair.
4. The proposed budget makes no explanation of the proposed allocation of labor expenses.
5. The proposed budget seeks \$160,000 for legal services and \$220,000 for Consultant which have not been agreed to.
6. The proposed budget was not presented under cover of a letter making specific reference to the 1995 inter-municipal agreement;

and it is further

RESOLVED, that the Mayor is authorized to notify Orange County Department of Environmental Facilities & Services that the proposed budget is rejected; and it is further

RESOLVED, that if the items listed above shall be dealt with to the satisfaction of the Mayor and the attorney for the Commission, the Mayor is authorized without further action by this Board to approve a revised budget.

17-28 Resolution to invite competitive bids for the reconstruction of Pump Station No. 3.

RESOLVED that the village shall invite competitive bids for the reconstruction of Pump Station No. 3, pursuant to plans and specifications prepared by Lanc & Tully, engineers for Moodna Basin Joint Operation and Maintenance Commission

Introduced By: Trustee Brian J. Boone.

Seconded By: Deputy Mayor Christopher Battiato

On a vote 5 of 0, the resolution was adopted

Resolution 17-29 The Village of Chester to authorize legal services for special counsel to defend the Village regarding litigation filed.

The following Resolution was duly offered and seconded to wit:

On a motion that The Village of Chester authorize legal services for Special Counsel Feerick, Lynch MacCartney, and Nugent, PLLC, ("Special Counsel") to defend the Village regarding litigation filed was made by Trustee Brian J. Boone, second by Deputy Mayor Christopher Battiato. Motion passed unanimously.

Village Clerk requesting permission to attend NYCOM (New York State Conference of Mayors) September 11-15, 2017 in Saratoga Springs.

A motion to give permission to attend NYCOM (New York State Conference of Mayors) September 11-15, 2017 in Saratoga Springs was made by Trustee Alan Battiato, second by Deputy Mayor Christopher Battiato. Motion passed unanimously.

Former Mayor Susan Bahren presented the Village Board with a throw donated by Chester Kiwanis. On the throw, it has pictures of monuments located in Village of Chester.

Mayor Bell opened the meeting up to the public.

Gordon Shehab, resident of \$\$ high Street asked about the digging by the Walton Engine and Hose Fire House.

Mayor Bell responded:

Tracey Schue, resident of

Mayor Bell responded

Former Mayor, Susan Bahren made mention of the exit ramp

Mayor Bell responded: I will contact Street Superintendent, Charles Bono and ask him to contact NYS DOT (New York State Department of Transportation).

Former Mayor, Susan Bahren mentioned that some years ago Village Engineer, Mark Edsall was working a study for a traffic light at the intersection of Academy and Main Street.

John Orr:

Former Water Commissioner, Tom Becker:

Former Mayor Susan Bahren

John Orr save the questions for the proposed comprehensive plan meeting Sept

CALENDAR:

- Tour De Goshen on August 20, 2017. Pending certificate of Insurance.
- Penny Social Friday, September 8, 2017 at the Chester Senior Center. For more information contact 845-469-4674.
- Chester Historical Society - Exhibits and performance at the Chester Academy on September 6, 2017, open to the public. Village of Chester Music Series **2017**- see music schedule on village website: www.villageofchesterny.com

ADJOURNMENT:

A motion to close the meeting was made by Trustee Alan Battiato, second by Deputy Mayor Christopher Battiato.

Respectfully submitted,

Rebecca Rivera
Village Clerk