

**Board of Trustees
Monthly Meeting Minutes
October 4, 2021**

The Board of Trustees of the Village of Chester held its monthly meeting at the Village of Chester, 45 Main Street, Chester, NY conference room at 7:00pm, on Monday, October 4, 2021.

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

Also present: Deputy Clerk Jennifer Cruz, Treasurer Angela O'Neill, Chief Timothy McGuire, Village Street Superintendent Charles Bono, Water Commissioner Gary A. Green Jr., Attorney Brian Nugent and Village Code Enforcement Officer John Orr and Shawn Arnott of MHE Engineering DPC. Village Clerk Rebecca Rivera was absent.

CALL THE MEETING TO ORDER:

Mayor John Thomas Bell called the meeting to order.

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

Mayor John Thomas Bell thanked everyone for attending the meeting.

AUDIT OF BILLS: Mayor John Thomas Bell noted that the audit of September 2021 Village's monthly bills for approval was complete.

A motion to pay the audited bills of September 2021 was made by Trustee Alan Battiato, seconded by Deputy Mayor Christopher Battiato. Motion unanimously passed.

APPROVAL OF MINUTES: Monthly meeting minutes of September 6, 2021 were tabled until next monthly meeting.

POLICE DEPARTMENT PROMOTIONS

Mayor John Thomas Bell read the oath of office to the following officers being promoted in order to give the family and friends in attendance the option to leave anytime during the meeting.

- Promotion of Officer Joseph Guarneiri to Sergeant.
- Promotion of Detective Gene Iannuzzi to Sergeant.
- Promotion of Officer Jason Jackler to Detective.

POLICE REPORT: Chief Timothy McGuire read police report as follows:

1. Personnel:

- No Officers have tested positive for Covid in the last month and there have been no quarantine issues in the department.

2. Citizen Issues:

- Nothing to report

3. Public Safety Issues:

- Officers have been out enforcing the NYS Vehicle and traffic laws, 358 tickets were issued for the month. 1,408 tickets have been issued for the year.

4. Facilities:

- Nothing to report

5. Equipment:

- Nothing to report

6. Vehicles:

- Nothing to report

7. Other:

- Promotion of Detective Gene Iannuzzi to Sergeant
- Promotion of Officer Joseph Guarneiri to Sergeant
- Promotion of Officer Jason Jackler to Detective

8. Department Activity:

Call Type	August	2021/Year to date		
Calls for Service	181	1416		
Criminal Cases	40	267		
Arrests	27	138		
Traffic Accidents	7	80		

A motion to accept Police report as read by Chief Timothy McGuire was made by Trustee Elizabeth A. Reilly, seconded by Deputy Mayor Christopher Battiato. Motion unanimously passed.

TREASURER’S REPORT: Treasurer Angela O’Neill read the Treasurer’s report as follows:

CASH BALANCES ENDING SEPTEMBER 30, 2021

<u>FUND/BANK ACCOUNT</u>	<u>DEPOSITS</u>	<u>(DISBURSMENTS)</u>	<u>INTEREST</u>	<u>ENDING BAL</u>
<u>General Fund</u>				
Savings (Sterling National Bank)	--	--	176.24	2,820,092.95
Checking (Orange Bank & Trust)	86,512.75	495,282.41	19.26	2,120,489.51
Savings (Orange Bank & Trust)	--	--	423.83	2,455,929.85
Savings (NY CLASS)	--	--	10.25	500,012.98

Water Fund

Checking (Orange Bank & Trust)	24,787.48	73,985.00	3.02	341,245.73
<u>Sewer Fund</u>				
Checking (Orange Bank & Trust)	84,506.86	--	2.61	357,921.95
<u>Capital Projects Funds</u>				
H01: Water (Sterling Natl Bank)	--	--	9.76	156,157.29
H02: General (Orange Bank & Trust)	--	145.76	.68	82,806.40
H03: Sewer (Orange Bank & Trust)	--	12,000.10	--	61,874.75

<u>Cumulative Fiscal Interest Earned by Fund 6/1/2020 – 9/30//2021</u>			<u>FYE 5/31/21 as of 9/30/20</u>	
	General Fund	\$2451.12		\$4173.81
	Water Fund	\$44.38		\$133.36
	Sewer Fund	\$11.70		\$85.96
	Capital Projects	\$10.44		N/A

Treasurer's Discussion:

STATEMENT OF REVENUE & EXPENDITURES: Attached.

2021-2022 TAX/SEWER COLLECTION: Village Property Tax Collection ends 10/31/2021. Sewer Installment #3 is due by 12/31/2021.

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

BUILDING REPORT: Village Code Enforcement Officer John Orr read his report as follows:

Steris – Nucifora Blvd.

1– Site work continues.

Clark- 5 Carpenter

1- Deck construction almost complete.

Noble – 4 Chester Acres Blvd

1- Renovation continues.

Beer World 35 Brookside Ave

1- Slab poured.

2- Framing will be started this week.

137 Main Street

1- No inspections have been requested as of today.

1 Vista Drive

1- Deck construction almost complete.

2 Main Street

1- Project complete.

A motion to accept Village Code Enforcement Officer John Orr report as read, was made by Trustee Brian J. Boone, seconded by Trustee Elizabeth A. Reilly. Motion unanimously passed.

STREET REPORT: Village Street Superintendent, Charles Bono read the Street Department report as follows:

The leaf vac is ready to go for another season of leaf pickup. This years' leaf pick up will begin on October 12th, 2021, village residents can bring leaves out to the curb to be picked up. We ask that you do not put out leaves in or near storm drains or by catch basins as this will prevent water from getting to storm drains and catch basins and will cause the water to back up onto the streets. Also please keep sticks, and stones separate from leaves as this will clog or damage the leaf vac and cause downtime. All weekly pick up, including leaf pick will end on December 1st, so we urge village residents to put out their leaves at their earliest convenience.

The village snow ordinance will go into effect on November 1st to April 15th, at which time there is no parking on any village street between the hours of 3:00am to 6:00am.

We spent a few days blacktopping. We blacktopped a ditch line where we repaired a drainage pipe on Railroad Ave, (13 Railroad Ave.) We blacktopped a ditch line where the Water Department repaired a service line on Whispering Hills Dr., and we also did some blacktopping on Elm Street. (Various spots)

We installed 70' of 2" Electric conduit going across the driveway entrance to the Amphitheater

We continue with the normal weekly sweeping, mowing and picking up of bags and brush.

Deputy Mayor Christopher Battiato asked Village Street Superintendent, Charles Bono how the gas service installation is working out.

Street Superintendent, Charles Bono responded, Orange & Rockland is just about finished, they are making their last few connections on Main St.

Deputy Mayor Christopher Battiato asked, will Orange and Rockland be going up to Hambletonian Avenue and Oakland Avenue this year?

Street Superintendent, Charles Bono: They were supposed be finished by October 1, 2021.

Mayor John Thomas Bell asked, if the gas replacement that Orange and Rockland have worked on before Winter is complete or will they return to finish up?

Street Superintendent, Charles Bono responded, no, that's the completion of the job.

A motion to accept Street Department Report as read by Street Superintendent Charles Bono was made by Trustee Elizabeth A. Reilly, seconded by Deputy Christopher Battiato. Motion unanimously passed.

WATER REPORT: Village Water Commissioner, Gary A. Green Jr. read the Water Department report as follows:

- 1) Daily filter plant & well operations completed
- 2) Twice per week filter cleaning completed
- 3) Monthly samples take to the lab

- 4) Mark outs for Dig Safe NY
- 5) We performed a flow test for the new Steris building
- 6) Meter changing continues
- 7) We attended a seminar in Wallkill for water license credits
- 8) We replaced the sink and added a water heater for the meeting room's bathroom
- 9) We handed out the first round of unpaid water bills
- 10) Quarterly meters were read
- 11) Weekly mowing of our facilities completed
- 12) The Orange County Department of Health did its annual inspection of our facilities
- 13) Residents around Walton Lake did a cleanup the weekend of September 25th. 30 plus tires were removed along with some trash. Thank you to "Friends of Walton Lake" who coordinated the event.
- 14) Walton Lake is 2 inches over pin level

A motion to accept the Water Department's report as read by Water Commissioner Gary Green A. Green Jr. was made by Trustee Brian J. Boone, seconded by Trustee Alan Battiato. Motion unanimously passed.

PARK & RECREATION REPORT: no report:

OLD BUSINESS:

~~21-31 Resolution to Certify Zoning Map Tabled~~
~~Proposed Compensation Plan Tabled~~

NEW BUSINESS:

WIIA Grants: Engineers discussion potential grant opportunity:

Shawn Arnott: So as the mayor said, there's a WIIA grant through New York State environmental facilities corporation. It funds up to 60% of water grants and 25% of clean water grants or sewer grants. The maximum grant amount for a single project is \$3 million on the water side, 5 million on the sewer side. I had the opportunity to meet with the mayor, Angela, Gary Green and Jamie Buchawoski of Moodna to discuss scopes of projects on the water side. Gary would like to add in mixers to keep the water circulating in the tanks so that they don't get stagnant and don't get old water in the tanks as well as clean those tanks if they went in, if they have to go down. Recently there was a tank contractor in their last April 2020 who had recommended some fixes to two of the tanks so that would be included in the scope. The existing influent line to the Walton Lake filter plant has a rock or a few rocks that's restricting the flow from 1,000,000 gallons per day down to 700,000 gallons per day plus or minus. That either has to be repaired or replaced. We would have to look into that as part of the scope and then the micro membrane filters are then years old and their life span is between seven and ten years so the grant would look to cover the costs of those replacements. On the sewer side, pump station one and nine would be replaced. One being the one on West Street at the bottom of Whispering Hills and Nine being the one by Greycourt and Meadow Avenue. The sewer would also replace the control panels for all nine pump stations proposing new generator for pump station 5 and then mitigate any of the I&I that's found outside of the scope that could potentially be funded by community development. Regarding the grant, it's due November 22nd. The reason why it was announced Sept 22nd. The reason why it's such a short period of time to apply is because they really want ready grants. They don't want people trying to grasp at money for projects that aren't ready to go, so in order to do that, the village will have to commit to 100% of the project with estimated costs. They would need to complete

SEQRA. An engineer report will have to be done and any other studies that are required to do a negative declaration or secret determination. SHPA will have to take a review of the project which on the water and sewer project is always normally going to come back with no significant impact. A smart growth assessment form which is just a form that we can fill out and have the mayor sign, would have to be completed and then the application of course would have to be made. So, this evening I prepared notice of intents for Lead Agency for both a water project and a sewer project, in the event that the Village board wanted to go after these funds, we could at least start the process. Unfortunately, since we only met on Thursday afternoon, I don't have costs prepared for the scopes yet but in the next week or so I'd like to get those prepared for you guys to review and determine whether or not you would like to go after the costs but at this point, I would recommend circulating for lead agency. I don't think it would hurt anything legally to circulate for perspective projects.

Mayor John Thomas Bell: Any questions for Shawn? Do we want to go ahead and move forward with this then? We're not committing to anything right now we're just moving forward because of the deadlines.

Shawn Arnott: Exactly, we actually structured our tasks so that they are hourly with an estimated fee so that if you guys decide you don't want to proceed any further with it, with either grant, then we can just stop that and it's not a lump sum.

Brian Nugent: Well, you can issue the intent to the Lead Agency, nothing would prevent you from just saying later we decided not to move forward so your only commitment I suppose is if MHE begins to do work, cast orders then that's contractual but doesn't sound like that will be much at this point right?

Shawn Arnott: Right, just the initial engineering report and at this point just cost estimates and the lead agency.

Brian Nugent: So, you could do a resolution to issue the notes as two with two notices of intent and then you have two task orders so you can do them separately if you want by project or do two resolutions if you want to do that or if you like both of them, you could do one resolution and put them both in there. So tonight, it's the task orders you guys need for MHE so maybe I would still do two resolutions, do one for the task orders and then one for the two notices of intent for the lead agency. I mean I can even take the resolution, you can adopt it but do you have the titles of the two projects?

Shawn Arnott: Yes, Village of Chester Sewer System Improvement Project and then one for water.

Brian Nugent: OK, so you want me to state a resolution you can adopt it, or you want to discuss?

Mayor John Thomas Bell: I just thought, is anybody not in favor of moving forward at least this much to get it going?

Deputy Mayor Christopher Battiato: Yeah, we'll get it going and see what the numbers are afterwards. See if it's feasible to do or not.

Brian Nugent: So, what I'll do is just state the resolution since you don't have these in writing and somebody could just adopt it as their motion.

21-46-Resolution authorizing issuance of Notice for Designation of Lead Agency for Village of Chester Sewer System Improvement Project.

Introduced By: Deputy Mayor Christopher Battiato

Seconded By: Trustee Alan Battiato

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

Roll Call

	Yea	Nay	Abstain	Absent
Trustee Alan Battiato	[X]	[]	[]	[]
Trustee Elizabeth A. Reilly	[X]	[]	[]	[]
Deputy Mayor Christopher Battiato	[X]	[]	[]	[]
Trustee Brian J. Boone	[X]	[]	[]	[]
Mayor John Thomas Bell	[X]	[]	[]	[]

21-47-Resolution authorizing issuance of Notice for Designation of Lead Agency for Village of Chester Water System Improvement Project.

Introduced By: Trustee Alan Battiato

Seconded By: Trustee Elizabeth A. Reilly

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

Roll Call

	Yea	Nay	Abstain	Absent
Trustee Brian J. Boone	[X]	[]	[]	[]
Deputy Mayor Christopher Battiato	[X]	[]	[]	[]
Trustee Elizabeth A. Reilly	[X]	[]	[]	[]
Trustee Alan Battiato	[X]	[]	[]	[]
Mayor John Thomas Bell	[X]	[]	[]	[]

21-48-Resolution authorizing the Mayor to execute Task Orders with McGOEY, Hauser & Edsall for the Village Sewer System Improvement Project WIIA Grant Application and the Village Water System Improvement Project WIIA Grant Application.

Introduced By: Trustee Elizabeth A. Reilly

Seconded By: Deputy Mayor Christopher Battiato

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

Roll Call

	Yea	Nay	Abstain	Absent
Trustee Brian J. Boone	[X]	[]	[]	[]
Deputy Mayor Christopher Battiato	[X]	[]	[]	[]
Trustee Elizabeth A. Reilly	[X]	[]	[]	[]
Trustee Alan Battiato	[X]	[]	[]	[]
Mayor John Thomas Bell	[X]	[]	[]	[]

Shawn Arnott: Thanks, so I'll try to get those cost estimates like I said in the next week or so, so you guys have the time to know what is going on or how much it's going to cost.

Deputy Mayor Christopher Battiato: The only thing is when you do that, you're going to do that as a replacement and as a fix?

Shawn Arnott: So, we have compiled the 75% of televising that we have. We'll give you our recommendations for those lines and then just estimate the remaining 25% of videos that we don't have just to come up with the ballpark figure you know a conservative ballpark figure on the I&I side.

Mayor Thomas John Bell: And just for the record, it has been brought back to us that in Whispering hills, there are pipes that are cracked, broken, not lined up right and dips and dives. So, there is a lot of infiltration that were getting in Whispering Hills inside, so one way or the other we still have to repair that.

Shawn Arnott: Unfortunately, it's contributing to the allocations.

Mayor John Thomas Bell: We're paying for groundwater instead of sewer water.

21-49-Resolution of the Village Board of the Village of Chester, New York Declaring Itself Leading Agency under the State Environment Quality Review Act and Determining the significance of the action.

WHEREAS, the State of New York has awarded the Village of Chester a State and Municipal Facilities ("SAM") grant in the amount of \$100,000 to purchase and install lighting throughout the Historic District in the Village of Chester, and

WHEREAS, the Village Board wishes to obtain said funding for such a project but must first provide evidence of compliance with the State Environmental Quality Review Act ("SEQRA") and the State Historic Preservation Act ("SHPA"); and

WHEREAS, in order to do so the Village Board must establish a Lead Agency for review purposes; and

WHEREAS, the Village Board desires to assume Lead Agency status and conduct a review to determine the significance of the proposed action in accordance with Article 8 of the Environmental Conservation Law of the State of New York, and the regulations promulgated thereunder at 6 NYCRR 617.

NOW, THEREFORE, BE IT RESOLVED: that:

- Section 1. All "Whereas" clauses are hereby incorporated by reference as though set forth in full herein.
- Section 2. The Village Board determines that the proposed action is unlisted action requiring review pursuant to the State Environmental Quality Review Act, and the governing regulations promulgated there under.
- Section 3. The Village Board hereby declares itself as Lead Agency in connection with the SEQRA review of this project and, in this capacity, the Village Board will determine if the proposed project will have significant adverse environmental impact.
- Section 4. The Village Board shall also coordinate its review with DASNY as an involved agency, and the New York State Office of Parks, Recreation and Historic Preservation's State Historic Preservation Office as an interested party.
- Section 5. The Mayor or any other officer or employee as directed by the Mayor are authorized to take all necessary actions to carry out the provisions of this Resolution.
- Section 6. This Resolution shall be effective immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Roll Call

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

Mayor John Thomas Bell stated that the lighting and Christmas decorations will be included with the banners as well.

Treasurer Angela O’Neill, stated, Christine Rodriguez from Senator Skoufis’ office suggested that the change be addressed when I submit the entire application to include banners. It’s not that much of a change I was told.

Calendar:

- Quarterly Water Bills were mailed on Friday, October 1, 2021, and sent via email to E-bill customers.
- Village of Chester will be **CLOSED** on Monday, **October 11, 2021, Holiday – Columbus Day.**
- Village Snow Ordinance in effect **November 1, 2021**
- **Beginning the first week of November the Water department will be flushing Hydrants**
- Water Bills will be mailed on Friday, **October 29, 2021, with a due date of Monday, November 30, 2021.**
- **Removal of Bulk Items** – Ends December 2, 2021- Residents must call Interstate Waste to schedule pick-up **1-845-572-3300***
- **E-Bill service** is available for water cell meter users only. If you would like to sign-up go to Village website under forms.
- **Sewer and Water** - to check balance online you will need account and pin number.
- “www.eyeonwater.com/signin” service to monitor water usage/consumption for cell meters customers, only.

See our calendar for upcoming meetings and events

<https://www.villageofchesterny.org>

Village Code Enforcement Officer John Orr would like to add trash removal, snow ordinance and parking information within the water bills that will be going out in November 2021.

Office of the Aging wants to know about senior clubs. Trustee Elizabeth A. Reilly stated, I would suggest that the Village Clerk, Rebecca Rivera contact the Town to make sure it’s covered.

PUBLIC COMMENT:

Mayor John Thomas Bell opened the meeting up to the public:

Gordon Shehab of 68 High Street: I wanted to know if the meeting on October 18th is open to the public? At what time does it start?

Mayor John Thomas Bell: It's open to the public, it's at 7pm but there won't be any public comments heard.

ADJOURNMENT:

As there were no further comments Mayor John Thomas Bell asked for a motion to enter executive session to discuss personnel.

A motion was made by Trustee Elizabeth A. Reilly, seconded by Trustee Alan Battiato. Motion unanimously passed.

A motion to close executive session at 8:45pm with no further business, was made by Trustee Elizabeth A. Reilly, seconded by Trustee Alan Battiato. Motion unanimously passed.

Respectfully,

Jennifer Cruz
Deputy Clerk