

**Board of Trustees  
Monthly Meeting Minutes  
September 12, 2022**

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 7:00 pm, on Monday, September 12, 2022.

Members present: Mayor Christopher Battiato, Deputy Mayor Elizabeth A. Reilly, Trustee Alan Battiato, Trustee Brian J. Boone, and Trustee Anthony Laspina.

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

**CALL THE MEETING TO ORDER:**

Mayor Christopher Battiato called the meeting to order.

Mayor Christopher Battiato opened the meeting at 7:00pm lead with the Pledge of Allegiance.

Mayor Christopher Battiato thanked everyone for attending the meeting.

**AUDIT OF BILLS:** Mayor Christopher Battiato noted that the audit of August 2022, Village's monthly bills for approval was complete.

A motion to pay the audited bills of August 2022, was made by Trustee, Alan Battiato, seconded by Deputy Mayor Elizabeth A. Reilly. Motion unanimously passed.

**APPROVAL OF MINUTES:** Approval of Monthly Meeting Minutes August 8, 2022, meeting.

A motion to accept the approval of the monthly meeting minutes for August 8, 2022, was made by Trustee, Brian J. Boone, seconded by Trustee Anthony Laspina. Motion unanimously passed.

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

**1. Personnel:**

- There were 2 COVID cases in the department for the month of August. Both Officers have recovered and returned to full duty.

**2. Citizen Issues:**

- None reported

**3. Public Safety Issues:**

- Officers have been out enforcing the NYS Vehicle and traffic laws, 606 tickets were issued for the month. 3153 tickets have been issued for the year.

**4. Facilities:**

- No issues to report

**5. Equipment:**

- 4 New Taser 7's was received for the department. Training will be held by the end of the month for all members.
- 6 New body cameras have been ordered for the department to replace the current cameras. Maintenance and usage are much easier than the cameras the department currently has.
- All the computers have been replaced in the station. New server is in, an installation date is to be scheduled.

**6. Vehicles:**

- Nothing to report.

**7. Other:**

- Nothing to report

**8. Department Activity:**

Call Type	August	2022/Year to date		
Calls for Service	209	1388		
Criminal Cases	31	265		
Arrests	19	139		
Traffic Accidents	16	84		

Trustee Brian J. Boone asked if there was ever an issue during the Summer Concert Series to which Chief Timothy McGuire answered no.

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

**CLERK/TREASURER'S REPORT:** Clerk/Treasurer Angela O'Neill read the Clerk/Treasurer's report as follows:

**CASH BALANCES ENDING AUGUST 31, 2022:**

<b><u>FUND/BANK ACCOUNT</u></b> <b><u>ENDING BAL</u></b>	<b><u>DEPOSITS</u></b>	<b><u>(DISBURSEMENTS)</u></b>	<b><u>INTEREST</u></b>
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**General Fund**

Savings (Sterling National Bank) 2,827,784.14	--	--	2,880.62
Checking (Orange Bank & Trust) 2,348,065.42	133,064.89	1,576,145.85	24.32
Savings (Orange Bank & Trust) 2,960,646.52	1,000,000.00	--	667.30
Savings (NY CLASS) 502,097.41	--	--	802.73

**Water Fund**

Checking (Orange Bank & Trust) 455,872.36	17,559.87	42,008.57	4.23
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**Sewer Fund**

Checking (Orange Bank & Trust) 193,728.57	17,215.76	250.00	1.66
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**Capital Projects Funds**

H01: Water (Sterling Natl Bank) 78,637.42	--	--	3.39
H02: General (Orange Bank & Trust) 544,816.91	--	--	4.93
H03: Sewer (Orange Bank & Trust) 4,226.71	--	5,126.66	--

<u>Cumulative Fiscal Year Interest Earned by Fund 06/1/2022 – 8/31/2022</u>		<u>FYE 5/31/22</u>
General Fund	\$ 9,062.46	\$ 1,821.54
Water Fund	\$ 11.94	41.36
Sewer Fund	\$ 7.06	9.09
Capital Projects	\$ 23.90	N/A

## **Treasurer's Discussion:**

1. **STATEMENT OF REVENUE & EXPENDITURES:** Attached.
2. **2022-2023 VILLAGE PROPERTY TAX:** Unpaid Tax notices will be mailed on 9/30/2022. Village Property Tax Collection ends 10/31/2022.
3. **2022-2023 SEWER:** Sewer Bill Collection is ongoing. Installment #2 is due by 9/30/2022
4. **BUDGET MODIFICATION SCHEDULE YE 5/31/2022:** Presented. Requesting approval to post the budget modifications per attached schedule.
5. **GRANTS UPDATE:**
  - a. **NYSDOT 165K GRANT:** Payment Request #5 was submitted on 9/8/2022 in the amount of \$3,344.63. Last phase of the project includes lighting to be purchased and installed in the new parking lot down Bank Street.
  - b. **DASNY 100K GRANT:** Ongoing. Working on new scope to be submitted to DASNY Grant Administrator.
  - c. **DASNY 200K & 125K:** Ongoing. Working on new scope to include renovations to current Village Hall.
  - d. **WIAA WATER & SEWER INFRASTRUCTURE GRANTS:** 2022 Application was submitted by the Village's Engineers on 9/9/2022.

A motion to accept Clerk/Treasurer's report as read by Clerk/Treasurer Angela O'Neill was made by Trustee Brian J. Boone, seconded by Trustee, Alan Battiato. Motion unanimously passed.

A motion authorizing Clerk/Treasurer to post the budget modifications was introduced by Deputy Mayor Elizabeth A. Reilly and seconded by Trustee, Anthony Laspina. Motion unanimously passed.

**BUILDING REPORT:** Absent, no report submitted.

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

We spent some time repairing catch basins in the industrial park and on June Road.

We spent a couple days blacktopping in Whispering Hills Dr., Main Street and the Industrial Park.

Replaced a section of sidewalk where the water dept. repaired the water main by 5 High Street.

We spent a few days trimming branches and bushes that were blocking street signs.

We have been working up at the dump preparing an area for our brush pile.

We started removing the old body off the 2006 International and preparing the chassis for the new body.

We dug out an area by the amphitheater near the stage for the pavers.

Mayor Christopher Battiato asked Street Superintendent Charles Bono if anyone has gotten back to him regarding the generator. Street Superintendent Charles Bono stated that he received a quote from the third person on 9/9/2022 but the lead time was off so he will research a bigger generator to see if the availability is closer to their timeframe. The larger generator will run from the Street garage to the fuel pump. The third person will get back to Superintendent Charles Bono this week.

Deputy Mayor Elizabeth A. Reilly asked Superintendent Charles Bono if he heard back from the railroad regarding the signs. Superintendent Charles Bono said no but he will reach out again to see what could be done. There are already two signs on Greycourt Avenue, one sign on Sanford Avenue and one sign right before the bridge. The sign right before the bridge is the oldest one. Deputy Mayor Elizabeth A. Reilly will drive by to see what condition it is in and will let Superintendent Charles Bono know to see if he could change the sign right before the bridge. Mayor Christopher Battiato mentioned that there was talk of placing reflectors on the signs but it's ultimately up to the railroad department to decide that. Superintendent Charles Bono will contact the railroad department again before there are any other issues in that location.

A motion to accept the Street Department's Report as read by Street Superintendent Charles Bono was made by Trustee Alan Battiato, seconded by Trustee Anthony Laspina. Motion unanimously passed.

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

1. Daily filter plant & well operations.
2. Twice per week filter cleaning.
3. Monthly samples were taken to the lab.
4. Mark outs for dig safe NY.
5. Backflow preventer testing continues.
6. Meter replacement continues.
7. Mowing of Water facilities.
8. Calibration of production meters at Plant and Well house was completed by TAM Enterprises.
9. We retired the water service at 95 Brookside Ave.
10. We installed block heater and fluid in the generator at the Plant.

11. We attended a seminar for credit hours.
12. We purchased new scale for chlorine at the Plant.
13. Emergency purchase of 3 turbidimeters and 2 controllers at the Plant. Installation should be performed by next week.
14. We painted the outside trim and the doors at the Well House.
15. Walton lake is 18 inches below pin level.

A motion to accept the water commissioner's report was introduced by Trustee, Brian J. Boone and seconded by Deputy Mayor Elizabeth A. Reilly.

#### **PARK & RECREATION REPORT:**

- a. Monday 9/19/2022 Senior Ice Cream Social @ Chester Community Park (under the pavilion) 12:30-2PM. RSVP call or text 845-325-7227 (provide name & # of attendees)
- b. SENIOR CENTER: Mondays: 9AM-10AM Fitness Class, 10:30AM-2:30PM Quilting, 5:30PM-6:30PM Yoga.  
Tuesdays: 10AM-11AM Osteo-Chair Yoga, 11:30AM-12:30PM Yoga. Wednesdays: 6:45PM-11PM Chess. Thursdays: 9AM-10AM Osteo-Chair Yoga, 10:30AM-3:30PM Open Cards & Games (pack a lunch) and Fridays: 10AM-11AM Fitness.
- c. 10/19-10/20/2022 Lancaster PA Trip Sight & Sound Theatre (a few seats remain)
- d. 12/1/2022 Radio City Holiday Spectacular
- e. 12/2/2022 Polar Express Train Trip
- f. 12/15/2022 Dyker Heights Holiday Lights Trip. Call or text 845-325-7227

A motion to accept the Parks & Recreation report was made by Trustee Anthony Laspina, seconded by Trustee Alan Battiato. Motion unanimously passed.

#### **RESOLUTION**

A meeting of the Village Board of the Village of Chester was convened on **September 12, 2022, at 7:00 p.m.**

The following Resolution was duly offered and seconded to wit:

#### **22-32 RESOLUTION DETERMINING TYPE II ACTION**

**WHEREAS**, the Village of Chester has filed applications for grant funds from the Dormitory Authority of the State of New York ("DASNY") for funding to facilitate the renovation of the Village Hall and Police Department structures ("SAM Project ID 17071 and 23923"); and

**WHEREAS** the Village Board desires to decide pursuant to the State Quality Environmental Review Act ("SEQRA").

**NOW, THEREFORE**, it is resolved by the Village Board as follows:

Section 1. The above “WHEREAS” clauses are incorporated herein as if set forth in full.

Section 2. The Village Board hereby determines that the proposed Project and associated funding is a Type II action under SEQRA pursuant to 6 NYCRR 617.5(c)(2) therefore requiring no additional environmental review.

Section 3. The Mayor and any officer, employee or consultant as directed by the Mayor is hereby authorized to take any and all actions necessary to carry out the provisions of this resolution.

Section 4. 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:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mayor Christopher Battiato	[X]	[ ]	[ ]	[ ]
Deputy Mayor Elizabeth A. Reilly	[X]	[ ]	[ ]	[ ]
Trustee Alan Battiato	[X]	[ ]	[ ]	[ ]
Trustee Brian Boone	[X]	[ ]	[ ]	[ ]
Trustee Anthony Laspina	[X]	[ ]	[ ]	[ ]

The Resolution was thereupon duly adopted.

### **RESOLUTION**

A Meeting of the Village Board of the Village of Chester was convened on **September 12, 2022, at 7:00 p.m.**

The following Resolution was duly offered and seconded to wit:

#### **22-33 RESOLUTION AUTHORIZING PURCHASE OF BUILDING PROTECTION SYSTEM**

**WHEREAS** the Village Board (“Village Board”) for the Village of Chester (“Village”) has desires to install a fire, security, and camera alarm protection system (“Protection System”) at

the Village Street Department, located at 3 Vadala Road, to preserve and protect the safety and welfare of employees and residents alike,

**WHEREAS** the Protection System involves the provision and installation of equipment at a cost of less than \$35,000 and

**WHEREAS** the Village obtained necessary written quotes as required by Chapter 20 of the Village Code governing procurements; and

**WHEREAS**, P.N. Fire & Burglar Alarm Co., Inc., was the lowest and most responsible offeror at a proposed cost of \$22,720.43, therefore offering the best value to the Village and its residents.

**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 hereby awards the work to P.N. Fire & Burglar Alarm Co., Inc., as proposed, for the provision and installation of said Protection System.

Section 3. The Mayor, and any other officer, employee or consultant as directed by the Mayor, is hereby authorized to take any and all necessary actions to carry out the provisions of this Resolution, including executing any necessary agreements.

Section 4. 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:

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

The Resolution was thereupon duly adopted.



## RESOLUTION

A meeting of the Village Board of the Village of Chester was convened on September 12, 2022, at 7:00 p.m.

The following Resolution was duly offered and seconded to wit:

### **22-34 RESOLUTION OF THE VILLAGE BOARD FOR THE MAYOR TO EXECUTE AGREEMENT WITH DISH WIRELESS, LLC**

**WHEREAS** the Village Board of the Village of Chester ("Village Board") wishes to enter an agreement with DISH Wireless, LLC ("DISH") regarding the replacement, monitoring and maintenance of communications equipment for the benefit of the Village; and

**WHEREAS** the final Agreement regarding said work has been presented to the Village and is now ready for execution; and

**WHEREAS** the Village Board hereby authorizes the Mayor to execute the documents necessary to complete the Agreement and transaction.

**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 Mayor is authorized to execute all documents necessary to complete the Agreement with DISH Wireless, LLC and transaction presented to the Village Board and as approved by legal counsel.
- Section 3. The Mayor or any other officer, employee or consultant as directed by the Mayor are authorized to take any and all necessary actions to carry out the provisions of this Resolution.
- Section 4. 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:

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

The Resolution was thereupon duly adopted.

## RESOLUTION

A meeting of the Village Board of the Village of Chester was convened on **September 12, 2022, at 7:00 p.m.**

The following Resolution was duly offered and seconded to wit:

### **22-35 RESOLUTION AUTHORIZING MAYOR TO EXECUTE TASK ORDER**

**WHEREAS** the Village Board desires to make improvements to the Village Hall ("Project"); and

**WHEREAS**, the Village Board has consulted with its professional engineers, MHE Engineering, D.P.C. ("MHE") concerning the Project; and

**WHEREAS**, MHE has presented a proposed Task Order between the Village and MHE for professional services related to the improvements to the Village Hall; and

**WHEREAS** the Village Board desires to authorize and approve the Task Order in a final form approved by Village legal counsel.

**NOW, THEREFORE**, it is resolved by the Village Board as follows:

Section 1. All "Whereas" clauses are hereby incorporated by reference as though set forth in full herein.

Section 2. The Mayor is authorized to execute the Task Order Agreement with MHE presented to the Village Board and as approved by legal counsel.

Section 3. The Mayor or any other officer, employee or consultant as directed by the Mayor are authorized to take any and all necessary actions to carry out the provisions of this Resolution.

Section 4. 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:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mayor Christopher Battiato	[X]	[ ]	[ ]	[ ]
Deputy Mayor Elizabeth A. Reilly	[X]	[ ]	[ ]	[ ]
Trustee Alan Battiato	[X]	[ ]	[ ]	[ ]

Trustee Brian J. Boone                      [X]                      [   ]                      [   ]                      [   ]

Trustee Anthony LaSpina                      [X]                      [   ]                      [   ]                      [   ]

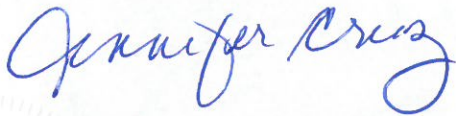
The Resolution was thereupon duly adopted.

Trustee Brian J. Boone would like to thank the Village Board for supporting the Summer Concert Series this year. There was lots of input, great attendance and new faces who came to enjoy the show. Trustee Brian J. Boone says it was a very successful year and is looking forward to next year.

A motion to go into executive session at 7:23PM was made by Deputy Mayor Elizabeth A. Reilly, seconded by Trustee Brian J. Boone.

A motion to exit executive session at 8:33PM was introduced by Deputy Mayor Elizabeth A. Reilly and seconded by Trustee Anthony Laspina.

Respectfully,



Jennifer Cruz

Deputy Clerk