

**Village of Chester  
Board of Trustees Meeting Minutes  
May 14, 2018**

The Board of Trustees of the Village of Chester held their monthly meeting in the Village Hall meeting room on Monday, May 14, 2018.

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

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

Mayor John T. Bell opened the meeting at 7:10 PM. with the Pledge of Allegiance.

**AUDIT OF BILLS:** Mayor John T Bell noted that the audit of the April 2018, Village's monthly bills for approval was complete.

A motion to pay the audited bills was made by Trustee Elizabeth A. Reilly second by Trustee Alan Battiato. Motion unanimously passed.

**APPROVAL OF MINUTES:** Monthly Meeting Minutes of March and April 2018 were complete. A motion to approve the minutes was made by Trustee Alan Battiato second by Deputy Mayor Christopher Battiato. Motion unanimously passed.

**TREASURERS REPORT:**

**CASH BALANCES ENDING APRIL 30, 2018**

<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)	--	--	606.22	2,910,464.96
Checking (Orange County Trust)	219,131.37	378,301.77	8.94	54,258.25
Savings (Orange County Trust)	--	150,000.00	158.96	1,718,304.13
<b><u>Water Fund</u></b>				
Capital Checking	--	--	6.83	81,942.89
Checking	33,636.97	33,431.13	21.11	430,403.49
<b><u>Sewer Fund</u></b>				
Checking	63,264.33	162.20	28.97	598,645.55

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

General Fund	\$	9,866.90
Water Fund	\$	300.20
Sewer Fund	\$	374.75

## Treasurer's Discussion:

1. **STATEMENT OF REVENUE & EXPENDITURES:** Year to Date Report is attached.
2. **2017-2018 CAPITAL PROJECTS TRANSFERS:** Budget Transfers were made last week for water and general funds.
3. **2017-2018 INTERFUND REVENUE TRANSFERS:** Interfund Revenue Transfers will be made this week for water and sewer funds.
4. **2017-2018 BUDGET MODIFICATIONS:** A Budget Modification Schedule is being presented tonight. Requesting permission from the Board to approve the modification so that they may be posted this week.
5. **2018-2019 TAX COLLECTION NOTICE:** A Tax Collection Notice (attached) has been prepared and will be published in the Times Herald Record for (2) consecutive Sundays beginning mid-May 2018.
6. **2018-2019 SEWER CHARGES:** Sewer Bills will be issued on 6/1/18. Quarterly installments are due on 7/02/18, 10/01/18, 12/31/18 and 4/01/19. Any installment received after their due date will incur penalties. Please review the back of you bill for additional information.
7. **SEWER ADJUSTMENTS:** Permission to adjust account id #2386-0 and 280-0.

A motion to adjust sewer penalties incurred for accounts 2386-0 and 280-0 was made by Deputy Mayor, Christopher Battiato 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, Brian J. Boone, second by Trustee, Elizabeth A. Reilly. Motion unanimously passed.

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

Peterman- 11 Elm Street

- 1- Interior work continues.

BYK-48 Leone Lane

- 1- Work continues inside.

FDF – 67 Greycourt Ave

- 1- Interior work continues.

Bastian Solutions-45 Leone Lane (former Belmay)

- 1- Work has continued.

Holiday Inn- 2 Bryle Place

- 1- Work continues.

Shoprite- 78 Brookside Ave.

- 1- Bathroom relocation and renovation is complete.

Issued miscellaneous permits for decks, fencing and solar.

Lobster Pier will become a Credit Union.

Subdivision at Carpenter Road: A lot was purchased for three single family homes that will be bigger than 50ft lots. Local Developers purchased it, they want to do away with cul-de-sacs.

A motion to accept the Building Inspector/Code Enforcement Officer, John Orr report as read, was made by Trustee, Elizabeth A. Reilly, second by Trustee, Alan Battiato. Motion unanimously passed.

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

**Police Report**

**1. Personnel:**

- No Issues.

**2. Citizen Issues:**

- No Issues.

**3. Public Safety Issues:**

- Traffic Details: Continuing.
- On 8 May 2018, officers assisted the Town of Chester PD with a reported active shooter incident at the Chester Academy. The report was determined to be false, there were no injuries.
- On 26 May the Annual Kiwanis 5K run will be held. Run will begin at 0845 on Walnut St. Drivers are asked to be alert for runners/walkers in the Cherry Heights area as well as the SR94 and Main St area. The run is expected to last about 1 hour.

**4. Facilities:**

- No Issues.

**5. Equipment:**

- The LPR is having some maintenance issues. Both cables that connect the cameras to the processor need to be replaced (\$600) and one of the cameras is starting to fail. Diagnostics alone is \$500. Does not include repair.

**6. Vehicles:**

- 724, 2015 Ford Sedan 41,000mi had an engine issue. It was towed to Leo Kaytes Ford where it was determined to be a water pump located inside the engine. Work is covered under warranty.
- 728 2007, 86,803mi suffered a crack in the radiator. Goshen Sunoco repaired the vehicle.
- 727 2014 Impala still having ongoing issues with not starting and stalling while being operated is out of service and will be going back to Healey Chevrolet.
- 725 2018 Ford, is ready from the up fitter, the radios still need to be transferred.

**7. Other:**

- No Issues

**8. Department Activity YTD:**

Call Type	2018			
Calls for Service	935			
Criminal Cases	161			
Arrests	087			
Traffic Accidents	066			

**Patricia Salerno of 11 Hambletonian Ave:** Will you participate in a “What if scenario?” She stated that she was directing traffic on Tuesday, May 8, 2018 when an active shooter incident was reported at Chester Academy. She mentioned that parents were driving down that road, leaving their car and running to the Academy. She was concerned about the road being blocked and mentioned that if that were a real emergency, a bigger vehicle such

as an ambulance or fire truck would not be able to get through. She suggested having police presence at the entrance of Hambletonian Avenue as well as at the entrance of the School.

**Chief Graziano:** We will always deal with the incident, that was priority. On May 23, 2018, we will have an incident critique.

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:

We spent a few days going around and putting down topsoil and grass seed where the edge of the lawn that were damaged from the snow plows and snow blower.

We have started our weekly mowing.

Tires can be brought to The Town of Chester Highway Dept. the 2<sup>nd</sup> and 3<sup>rd</sup> week of May during the hours of 7:30 am-3:30 pm, however they must be off the rims. Just a reminder for bulk items, you do have to schedule an appointment to have them pick up. IWS telephone number is 845-572-3300

The paving has been completed around the fuel pad. Special thanks to The Town of Chester Highway Dept. for the use of their paver and their help with the paving process. I have received the list of equipment and authorized drivers for the fire company from the Fire Chief Mark Thomas. They have been entered and hope to them on board this week. Also, I received a call from Keith Stewart this morning the rep from Wayne Fueling System, there is a software update to our system, which will be installed by Northeast Petroleum free of charge.

The school's Walnut St. Improvement Project has completed the sidewalk and paving and the lines for parking were just striped today so they should be opening up the parking lot soon which should relieve some of the parking on Main St.

Received a letter from the New York State Department of Transportation. The enacted State fiscal year 2018-19 Budget includes 438.1 million in Consolidated Local Street and Highway Improvement Program (CHIPS) funding for municipalities to support the construction and repair of highways bridges, highway railroad crossings, and other facilities that are not on the State highway system. Our apportionment for the 2018-19 state fiscal year is \$51,978.02, which is a \$180.86 decrease from last year. The Budget also includes the \$100 million PAVE NY appropriation to assist municipalities with rehabilitation and reconstruction of local highways and roads; and the \$65 million Extreme Winter Recovery (EWR) capital appropriation to help local governments make necessary repairs to highways and bridges. Our apportionment balance for the PAVE NY appropriation is \$11,864.50, which is a \$41.28 decrease from last year. Our apportionment balance for the Extreme Winter Recovery capital appropriation is \$8,852.19. The total amount between the CHIPS appropriation, PAVE NY appropriation, and the Extreme Winter Recovery capital appropriation will be \$72,694.71, which is a decrease of 0.3% from last year's budget.

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

A motion to accept the report read by Street Superintendent, Charles Bono, as read, was made by Trustee, Alan Battiato, second by, Trustee, Elizabeth A. Reilly. Motion unanimously passed.

**WATER REPORT:** Water Commissioner, Gary A. 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 sample for THM and HAAS was completed
- 5) Variable speed drives on raw water pumps were changed
- 6) Repaired service line leak on 17 Miller drive

- 7) Meter reading was completed.
- 8) Monthly samples were taken to lab for testing
- 9) Marking out of water lines for Dig safe N.Y.
- 10) Intake at the lake was inspected by a diving company. Small repairs were made to the screen. A video was supplied by the contractor.
- 11) Replaced 180 feet on water main under Route 17. Used HOPE pipe. John Olin assisted with the project.
- 12) Clean in place procedure was completed on the membranes. This is a quarterly process that is necessary for the cleaning and lifespan of the membranes.
- 13) Cleared a blocked line on Skid B finish water to clear well.

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

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

**OLD BUSINESS:** No old business.

**OTHER BUSINESS:**

**18-20 Resolution for the purchase of CAT backhoe loader:**

**RESOLVED** that the Village shall purchase from H. O. Penn Machinery the following Caterpillar equipment for \$129,000.00 such price and terms of purchase having been established by the contract PC66988 for same awarded by New York State Office of General Services which contract remains in force at this time:

**STOCK NUMBER:** CU056    **SERIAL NUMBER:** 0HWG00469    **YEAR:** 2017    **SMU:** 4

and it is further

**RESOLVED** that funds from the Village’s general fund surplus are hereby authorized and appropriated for such purpose; and it is further

**RESOLVED** that the Mayor, the Clerk, the Treasurer and the Streets Superintendent are authorized to take all appropriate action to carry out the intent of the foregoing Resolution.

Motion By: Deputy Mayor, Christopher Battiato

Seconded By: Trustee, Elizabeth A. Reilly

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

	FOR	AGAINST	Absent/Abstain
Mayor John Thomas Bell	___x___	_____	_____
Deputy Mayor, Christopher Battiato	___x___	_____	_____
Trustee, Alan Battiato	___x___	_____	_____
Trustee Elizabeth A. Reilly	___x___	_____	_____
Trustee Brian J. Boone	___x___	_____	_____

Consideration of proposals were received from various consultants. After review of each proposal the Village Board has decided to proceed with Mr. Alan J. Sorensen of Planit Main Street Inc. The Village Treasurer, Angela O’Neill asked what the cost of the consultant was. Mayor, John T. Bell stated the cost of the planner is \$35,400.

A motion to accept the proposal was made by Trustee, Alan Battiato, second by Deputy Mayor,

Christopher Battiato. Motion unanimously passed.

**18-21 Resolution for the Village of Chester Police week 2018 Proclamation:**

**WHEREAS**, the congress and President of the United States have designated May 15<sup>th</sup> as Peace Officers Memorial Day, and the week in which it falls as Police Week; and

**WHEREAS**, the members of the Village of Chester Police Department play an essential role in safeguarding the rights and freedoms of the citizens of the Village of Chester; and

**WHEREAS**, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

**WHEREAS**, the police department of the Village of Chester has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital public service;

**NOW, THEREFORE**, I, Mayor John T. Bell call upon all citizens of the Village of Chester and upon all patriotic, civil, and educational organizations to observe the week of May 14<sup>th</sup> through May 20<sup>th</sup> 2018 as Police Week with appropriate ceremonies in which all of our people may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable reputation for preserving the rights and security of all citizens.

**I FURTHER** call upon all citizens of the Village of Chester to observe Monday, May 15, 2018, as Peace Officers Memorial Day in honor of those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the Village of

Chester \_\_\_\_\_ to be affixed.

**DONE** at the Village of Chester this 14<sup>th</sup> day of May, 2018.

Motion By: Trustee, Elizabeth A. Reilly

Seconded By: Trustee, Brian J. Boone

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

**CALENDAR:**

- CHESTER KIWANIS 5K Hambletonian Race, Memorial Day Weekend, Saturday May 26th, 2018, Start Time: 8:45 am. For more information visit our website.
- Sponsor A Flag - Chester Cemetery Committee is looking for donations. The Chester Committee will be selling flags, five dollars a flag in order to raise fund for the upkeep of the cemetery. Joan Ribando who is part of the committee will be in charge of selling flags and she can be reached at 845-469-4208. visit our website for further information.
- Village Wide Yard Sale – Saturday, June 9th, Rain date June 10th. Visit our website for more information: [villageofchesterny.com/newsandevents](http://villageofchesterny.com/newsandevents)
- Chester Historical 26th Annual Yard Sale - Donations accepted every Saturday, March 3rd to May 27th from 9am-12 noon at the 1915 Erie Station. (The sale will be on Saturday, June 9th)
- Village of Chester NY- Music Series 2018 – visit our website: [villageofchesterny.com/newsandevents](http://villageofchesterny.com/newsandevents)
- Proposed Comprehensive Plan meeting - To be determined

**PUBLIC COMMENTS:**

**Gordon Shehab of 68 High Street** Stated that the LED lighting is too bright and it is considered light trespassing. He mentioned that the Town of Warwick has the best lighting regulation and has made a copy of their regulation for us to look at and consider.

**David Stevenson of 16 Elm Street** Stated that the flags would be removed by The Boy Scouts and wants to make sure that the Memorial Day flags can stay up two weeks after Memorial Day. Trustee Elizabeth A. Reilly responded that it would be okay. David Stevenson stated the flags would be placed close to the sidewalk and lawn lines in order to facilitate weekly mowing.

**Tracey Schuh of 94 Pickerel Rd** stated that she heard a rumor that people will be taking water out of Walton lake and wanted to know if anyone else can use water from Walton Lake. Gary Green confirmed that this is not accurate and the rumors are false. He stated that the Village of Chester owns the top 47 inches of the lake's water supply.

Tracey Schuh, on behalf of The Preservation Collective, Inc also presented (2) two "Do Not Litter" signs to the Village of Chester's Street Department to be placed on Village streets.

**ADJOURNMENT:**

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

Respectfully submitted,

Jennifer Cruz  
Deputy Village Clerk