

**Village of Chester
Board of Trustees Meeting Minutes
August 13, 2018**

The Deputy Mayor and Trustees of the Village of Chester held their monthly meeting in the Village Hall meeting room on Monday, August 13, 2018.

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

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

Mayor, John Thomas Bell called the meeting to order at 7:00 PM. The Pledge was led by Mayor, John Thomas Bell.

AUDIT OF BILLS: Mayor, John Thomas Bell noted that the audit of the Village’s monthly bills for July 2018 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 July 2018 were complete. A motion to approve the minutes was made by Trustee, Alan Battiato, second by Trustee, Brian J. Boone. Motion unanimously passed.

TREASURER’S REPORT: Treasurer, Angela O’Neill read her report as follows:

CASH BALANCES ENDING AUGUST 31, 2018

<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)	--	--	626.82	2,912,324.80
Checking (Orange County Trust)	1,261,096.30	1,353,683.99	86.70	1,693,925.51
Savings (Orange County Trust)	1,004,084.71	--	261.29	3,089,277.79
<u>Water Fund</u>				
Capital Checking	--	--	8.46	98,268.10
Checking	54,476.17	37,703.26	18.42	372,918.75
<u>Sewer Fund</u>				
Checking	147,127.24	591.24	35.29	742,215.20

Cumulative Fiscal Year Interest Earned by Fund 06/1/18 – 05/31/2019

General Fund	\$	780.24
Water Fund	\$	27.23
Sewer Fund	\$	20.14

Treasurer’s Discussion:

1. **STATEMENT OF REVENUE & EXPENDITURES:** Year to Date Report is attached.
2. **2018-2019 COLLECTION:** Collection of Village Property Taxes and Sewer are underway. Sewer Installment #2 is due by 10/01/18.
3. **BUDGET MODIFICATION:** Budget modification schedule is attached. Requesting Board Approval to post the budget modifications in the system

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.

Approved by Board of Trustees 8/13/2018 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
Miscellaneous Revenue	F.2680.0000	1,366	Filter Plant Fence Accident Recovery		Water Filter Plant: Repairs	F.8330.0404	1,366
Miscellaneous Revenue	F.2680.0000	1,428	Old Meters Sold for scap metal		Water Transmission: Meters	F.8340.0427	1,428
			<u>2,794</u>				<u>2,794</u>

A motion to accept the budget modifications in the system, was mad by Trustee, Elizabeth A. Reilly, second by Trustee, Brian J. Boone. Motion unanimously passed.

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

BYK – 48 Leone Lane

- 1- Work continues inside.

FDF – 67 Greycourt Ave

- 1- CO issued.

Bastian Solutions – 45 Leone Lane (former Belmay)

- 1- Work has continued.

Holiday Inn – 2 Bryle Place

- 1- Work continues.

Nexans – 25 Oakland Ave

- 1- Issued permit for new loading dock area.
- 2- Work well underway.

Chester Mall – 78 Brookside Ave Suite 148

- 1- Issued permit for renovation of store front for Chiropractic office.

Whispering Hills

- 1- Issued permit for replacement of 6 decks.

32 Leone Ln-

- 1- Issued permit for new roof.

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

POLICE REPORT: Village Clerk, Rebecca Rivera read Police report as follows:

Police Report

1. Personnel:

- No issues

2. Citizen Issues:

- No issues

3. Public Safety Issues:

- Traffic Details: Continuing.

4. Facilities:

- No Issues.

5. Equipment:

- No Issues.

6. Vehicles:

- No issues

7. Other:

- Relative to a drug trafficking case in 2015, the department received a check from the Orange County District Attorney's Office in the amount of \$5125 which represents our portion of seized funds.

8. Department Activity YTD:

Call Type	2018			
Calls for Service	1588			
Criminal Cases	280			
Arrests	154			
Traffic Accidents	131			

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

STREET REPORT: Street Superintendent, Charles Bono was absent.

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) Prep work for new pavement at well house.
- 5) The Town DPW completed the paving work at the well house driveway.
- 6) Painting of the Nancy lane water storage tank was completed.
- 7) Meter changing in Whispering hills continues.
- 8) Monthly samples were taken to lab for testing
- 9) Marking out of water lines for Dig safe N.Y.

10) Inspection of the last few businesses who are installing backflow preventers.

11) Walton lake is 7 inches over pin level.

Mayor Bell asked if there were any questions for Water Commissioner, Gary A Green. Trustee Elizabeth A. Reilly asked if all the backflow devices had been installed. Water Commissioner Green stated that he is waiting on two businesses. Trustee, Reilly asked if the businesses are not complying because they don't want to comply, or you don't know. Commissioner Green said one downtown business, the Touch Base Bar, was sent out a third notice to comply today. He said he had gone to Touch Base and had spoken to the owner of the bar; the letters have been going to the landlord and he also texted the landlord, who said that the backflow prevention device had been installed, but no evidence has been presented of the installation of anything. He said that property is also delinquent around \$900.00 in late water bills; so, the Village will be shutting off the water soon. The other business was the florist where Jimmy's Uptown Deli used to be. They will comply, and Greg the barber has complied.

A motion to accept the Water Department report, as read, was made by Trustee Elizabeth A. Reilly, seconded by Trustee Brian J. Boone. Motion unanimously passed.

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

OLD BUSINESS:

18-22 Resolution Adopting Introductory Local Law 2 of 2018 - Amendment to Section 98-23.1 of the Village Code, entitled Senior Housing.

Tabled until next meeting.

NEW BUSINESS:

18-28 RESOLUTION APPROVING SALE OF EXCESS VILLAGE PROPERTY TO WEARHOUSE OUTLET BUILDING, INC., PURSUANT TO TERMS OF REVISED CONTRACT

WHEREAS, by Resolution 18-17, adopted by the Mayor and Board of Trustees on April 9, 2018, the Village agreed to contract with Wearhouse Outlet Building, Inc., to sell the Village's parcel (approx. 163.1' x 12.8' in front of the Wearhouse Outlet Building on Howland Street, SBL 102-1-70, for the sum of \$1,800 with the purchaser paying all the transaction costs, including the Village's attorney's fees; and

WHEREAS, the approved form of contract required, as a condition of closing, that the purchaser obtain site plan approval which would have required, among other things, the removal of a fence and installation of a new fence, and the relocation of a dumpster; and

WHEREAS, the purchaser has requested that the contract be revised to delete the requirement for site plan approval prior to closing and to add a covenant to survive the closing that the existing fence be removed and replaced with a new one within 30 days of closing, and

WHEREAS, the dumpster has been relocated to a location approved by the Village's Code Enforcement Officer, and

WHEREAS, the attorney for the Village has reviewed the proposed revised contract and advises that the terms are acceptable;

NOW, THEREFORE, be it

RESOLVED, that the Mayor is authorized to sign, on behalf of the Village, the attached contract; and the Mayor and the Clerk and Attorney for the Village are authorized and directed to take the necessary actions to sell the parcel to Wearhouse Outlet Building, Inc., in accordance with the contract.

Motion By: Trustee, Brian J. Boone

Seconded By: Trustee, Alan Battiato

On a vote of 4 to 0, the resolution was adopted

18-29 RESOLUTION APPROVING CONSULTING CONTRACT WITH PLANIT MAIN STREET INC. FOR ASSISTANCE WITH COMPREHENSIVE PLANNING

WHEREAS, the Village is engaged in a Comprehensive Planning Project and requires the assistance of a qualified planning expert; and

WHEREAS, the Village duly solicited proposals and received multiple proposals from planning experts; and

WHEREAS, PLANIT Main Street, Inc., has submitted a proposal which is acceptable to the Mayor and Trustees,

NOW, THEREFORE, be it

RESOLVED, that the Mayor and Trustees find that the scope of work proposed to be performed by PLANIT Main Street, Inc., involves special technical skill, training, or expertise, as described in the Procurement Code of the Village of Chester, Chapter 20 of the Village Code, so that competitive bidding is neither required nor appropriate; and it is further

RESOLVED, that the Mayor and Trustees find that PLANIT Main Street, Inc., possesses the appropriate accountability, reliability, responsibility, skill, education and training, judgment, integrity, and moral worth to perform the consulting services desired, and it is further

RESOLVED, that the Village accept the PLANIT Main Street, Inc., Consulting Agreement in the form presented to this meeting; provided only that PLANIT Main Street, Inc., shall submit proper evidence of adequate insurance coverage in advance of the Mayor and/or Clerk signing such agreement on behalf of the Village.

Motion By: Trustee, Brian J. Boone

Seconded By: Trustee, Elizabeth A. Reilly

On a vote of 4 to 0, the resolution was adopted

18-30 RESOLUTION AUTHORIZING SOLICITATION OF PROPOSALS FOR STUDY OF INFILTRATION AND INFLOW INTO THE VILLAGE'S SANITARY SEWER SYSTEM

WHEREAS, the Village sewer system is subject to infiltration and inflow which increases the flows of waste water through the Village's sewers and increases the cost of pumping and of treating sewage; and

WHEREAS, engineers for the Village and for the Moodna Joint Operating and Maintenance Commission which operates and maintains the Village's sewer system have recommended that the Village gather current data relating to infiltration and inflow to form the basis for recommended corrective measures; and

WHEREAS, the collection of such data requires the services of a qualified firm,

NOW, THEREFORE, be it

RESOLVED, that the Mayor and the Clerk are authorized to solicit proposals for the study of infiltration and inflow into the Village's sewer system, according to a scope of work to be prepared by the Village's engineers.

Motion By: Trustee, Alan Battiato

Seconded By: Trustee, Elizabeth A. Reilly

On a vote of 4 to 0, the resolution was adopted

18-31 Resolution authorizing re-advertisement of invitation for bids for Larkin's Green Pavilion.

WHEREAS, the Village previously invited bids for construction of a performance pavilion at its Larkin's Green project; and

WHEREAS, no bid was received in response to the previous solicitation; and

WHEREAS, the architect/engineer for the Village has recommended that the work should be re-advertised and a revised invitation for bids should be published,

NOW, THEREFORE, be it

RESOLVED that the Mayor and the Clerk are authorized to publish an invitation for bids for construction of the Larkin's Green Pavilion, according to plans and specifications to be prepared by the Village's architect/engineer.

Motion By: Trustee, Brian J. Boone

Seconded By: Trustee, Alan Battiato

On a vote of 4 to 0, the resolution was adopted

Village Clerk requesting permission to attend the NYCOM annual fall training (New York State Conference of Mayors) September 24-28, 2018 in Lake Placid, NY.

A motion to authorize Village Clerk to attend the NYCOM annual fall training (New York State Conference of Mayors) September 24-28, 2018 in Lake Placid, NY, was made by Trustee, Elizabeth A. Reilly, second by Trustee, Brian J. Boone. Motion unanimously passed.

Requesting permission to have the Annual Christmas parade on Saturday, December 8, 2018.

A motion to authorize the Annual Christmas parade on Saturday, December 8, 2018, was made by Trustee, Elizabeth A. Reilly, second by Trustee, Alan Battiato. Motion unanimously passed.

31st Annual Tour de Goshen-Sunday, August 19, 2018. Approved pending certificate of insurance.

CALENDAR:

New Village of Chester Website – Proposed Launch date August 31, 2018

Village of Chester Music Series 2018-

see music schedule on village website: www.villageofchesterny.com

Tues, August 14, Jerry The Bulldog R&B – Original Rain Date August 28, 2018

Tues, August 21, Black Dirt Bandits Modern City

* Food, Drink, Ice Cream, Brewery onsite*

Proposed Comprehensive plan meeting will be held on: September 12, 2018 at 7pm. Location: 45 Main St., 2nd Floor above Police Station in the Village hall conference room.

PUBLIC COMMENTS:

ADJOURNMENT:

A motion to adjourn the was made by Trustee, Elizabeth A. Reilly, second by Trustee, Alan Battiato. Motion unanimously passed.

Respectfully submitted,

Rebecca Rivera
Village Clerk