

Village of Millbrook Board of Trustees
Village Hall- 35 Merritt Avenue Millbrook NY 12545
Meeting Minutes

December 21, 2017

I. Call to order

Mayor Brown called the meeting to order at 6:30 PM and led the Pledge of allegiance.

Roll Call: Mayor Brown, Deputy Mayor Rochfort, Trustee Herzog, Trustee Hicks, Trustee Van De Water Officer Witt, Attorney Valk, Public Works Supervisor (PWS) Collocola, Chief Bownas, FD President Rochfort and Clerk Witt.

II. Administrative Business:

Clerk Witt gave the Oath of Office to Kyle Van De Water for the Board of Trustees Village Trustee position.

Deputy Mayor Rochfort made a motion to accept the minutes from 11/28/17 with a change from Mrs. Peirce's son to Mrs. Peirce's nephew, seconded by Trustee Herzog and all were in favor.

III. Fire Department Report:

Chief Bownas submitted the attached report for November. Mayor Brown asked for a calendar of scheduled events being held at the firehouse. FD President Rochfort stated he would get Mayor Brown a copy of the calendar.

IV. New Business:

Thorne Building- Mayor Brown stated he was looking for Board approval to release funds for the Village Attorney to start work on the potential building transfer, as it was not budgeted. Mayor Brown informed the Board that the 501c3 (Thorne Building Community Center Inc.) have donated \$5000.00 to be used towards legal fees (attached) and, therefore, would not need to make a motion to release any Village funds beyond the donation by the 501c3. Attorney Valk stated she would be limited to working on an outline of a procedure the Village will follow should the Village enter into a contract and preliminary discussions. Mayor Brown made a motion to allow the Village Attorney to work on legal issues raised by the Thorne Building and the potential transfer of that building, seconded by Trustee Hicks and all were in favor.

Acceptance of PB and ZBA Secretary Resignation- Mayor Brown read Suzanne Gould's resignation for the record (attached). Deputy Mayor Rochfort made a motion to accept Ms. Gould's resignation seconded by Trustee Van De Water and all were in favor.

V. Departmental Reports:

Police Department: Officer Witt read from the attached November police report.

Additional comments: Trustee Herzog wanted to thank Officer Witt for helping him with his personal EMS call. Trustee Herzog said he had also received a call thanking Officer Witt on another EMS call and that Officer Witt was very kind and compassionate. Trustee Hicks thanked Officer Witt and the police department for their work at the Parade of Lights.

Public Works: PWS Collocola read from the attached report.

Additional comments: PWS Collocola thanked the police department for putting the snow ordinance warnings on cars parked on the streets. PWS Collocola stated they made plans for the trees on Franklin to be removed on 01/08 and the lights to be removed 01/07.

Water and Sewer: Scott Osborne from VRI read from the attached water and sewer reports.

Additional Comments: The Village of Millbrook I&I report had been submitted on time.

Treasurer: Clerk Witt read from the attached reports. Clerk Witt then read from the Voucher Total

Report, Mayor Brown made a motion to accept the totals as presented, seconded by Trustee Hicks and all were in favor.

December 12, 2017 Voucher Totals

NO MEETING - UTILITY/MONTHLY BILLS ONLY

Vouchers 16985-17002

A - GENERAL FUND	13,505.12
F - WATER FUND	47.53
G - SEWER FUND	2,203.80
H - CAPITAL PROJECTS	0.00
TA - TRUST & AGENCY FUND	0.00
T - TRUST FUND	0.00
	<u>15,756.45</u>

December 21, 2017 Voucher Totals

Vouchers 17003-17048

A - GENERAL FUND	43,583.16
F - WATER FUND	74,798.34
G - SEWER FUND	40,731.08
H - CAPITAL PROJECTS	1,719.00
TA - TRUST & AGENCY FUND	417.50
T - TRUST FUND	0.00
	<u>161,249.08</u>

DECEMBER TOTAL: 177,005.53

VI. Trustee Updates:

Deputy Mayor Rochfort: Informed the Board that at the last Thorne Building Committee public meeting there were approximately 50 people in attendance. He also stated the MBA will be giving the Drama Club a donation to remove the Christmas lights off the trees. Deputy Mayor Rochfort stated all requested ADA Grant documents have been submitted to Audra Murray at the County.

Trustee Hicks: Said repairs on the sewer to the firehouse are ongoing and is hopeful they will be completed by the end of the night. Trustee Hicks stated the Parade of Lights went well.

Trustee Herzog: Told the Board the crosswalk lines on Franklin are not correct, as per Eric Holt and will be corrected by Nicky Diggs. Trustee Herzog said he is planning on having tree meetings, for the replacement of the trees that were removed by the ADA project. Mayor Brown said he would like to plan a Public Hearing as he had heard many people like the intersection without the trees. Trustee Herzog then stated, with the help of resident Kevin McGrane, the property on Franklin has been addressed and some of the debris has been removed.

Trustee Van De Water: Stated he had done research on resident Tim Collopy's request about parking along Franklin during special events. He said a letter from the Village Board would need to be sent to NYS DOT along with a resolution and if agreed upon by NYS, signs can be put up at the cost of the Village. Trustee Van De Water said with regards to making a driveway on Village property a one way off Franklin Ave no NYS approval would be required.

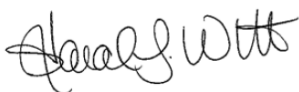
VII. Mayoral Updates:

Mayor Brown read from resident Mary Keelan's email (attached.) He then read from a list of accomplishments for the year 2017, as it was the last meeting of the year (attached). Mayor Brown then thanked the Board for all the work that had been done.

VIII. Public Comment: The Board had a time of public participation. No actions were taken during the time of public participation.

IX. Adjournment: Mayor Brown made a motion to adjourn the meeting at 8:04 PM seconded by Deputy Mayor Rochfort and all were in favor.

Respectfully Submitted by:



Sarah J. Witt Village Clerk/Treasurer