

Village of Millbrook Board of Trustees
Meeting Minutes

March 28, 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, Trustee Herzog, Trustee Hicks, Deputy Mayor Rochfort, Officer Witt, Fire President Rochfort, Public Works Supervisor Collocola and Clerk Witt.

Departmental Reports:

Fire Department: Fire President read from the attached fire report. Additional comments: Fire President Rochfort set a budget workshop date of April 4th at 7 PM.

Police Department: Officer Witt read from the attached police report. Additional comments: Officer Witt is working on updating the business contacts sheet. Officer Witt and Trustee Hicks are working on setting a 5K course route for races in the Village. The course will then be a set course that will be used for any future races that will occur in the Village. Officer Witt scheduled his budget workshop for April 4th at 6:30 PM.

Water and Sewer: Mr. Osborne from VRI read from the attached water and sewer reports. Additional comments: Mr. Osborne scheduled his budget workshop for April 6th at 6:30 PM. Mayor Brown had also told Mr. Osborne that he would like the remaining eleven (11) water meters to be installed.

Public Works: Public Works Supervisor (PWS) Collocola read from the attached public works report. Additional comments: PWS Collocola thanked the Town of Washington Highway Department for their help with snow removal. PWS Collocola also stated he is working on getting two bids for the chimney at the Village Hall.

Treasurer: Clerk Witt read from the attached reports and bank statement sheet.

Well Update: Mayor Brown reported water quality for the test well came back and they are all good. The Village is still waiting for the mineral test for bio-organism to come back, which should be in by next meeting.

Mayor: Mayor Brown informed the Board that the new deputy clerk, Nicole Zeko, is doing very well. Mayor is going to have Ms. Zeko write an app for the Village and wants the Public Channel to get back online, once she is trained.

Mayor Brown told the Board he is working on the 2017/2018 budget. He informed the Board there are a few budget adjustments that need to be made and presented the Board with a sheet (attached). Trustee Hicks then made a motion to pass the proposed budget adjustments seconded by Deputy Mayor Rochfort and all were in favor.

Trustee Hicks then read a letter from Mr. Flannigan, owner of Reardon Briggs Hardware (attached.)

Trustee Updates:

Trustee Hicks told the Board and members of the audience he thought the Full-time officer is a great benefit to the Village with speed and traffic control especially during school times.

Deputy Mayor Rochfort attended a Millbrook Business Association (MBA) meeting and would like to have a handbook for new businesses that open in the Village. He informed the Board that a consensus with the MBA is the street lights aren't bright enough and he is opened to suggestions from the Board or members of the audience. He also reported to the Board April 28th, 2017 will be a ribbon cutting for Maura's Kitchen.

Trustee Herzog told the Board he will be going to Albany for the Tree City USA celebration. He wanted to thank PWS Collocola for his help with getting the tennis courts up and ready for use.

Public Participation: Mayor Brown let the members of the audience know that he, along with VRI, have been working hard in collecting outstanding water and sewer bills. He stated that for the most part it has been successful and those with larger outstanding bills have been put on payment plans and have been faithfully paying off their bills. He told the Board and members of the audience that there is one hold out and they are not willing to pay. He explained that when someone doesn't pay the tax payers end up footing the bill. He has asked if anyone had any suggestions for this situation. Grace Rosa of Millbrook suggested a collection agency.

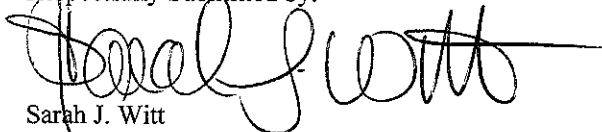
Trustee Hicks then exited the meeting at 8:05 PM.

Tim Collopy of Millbrook had asked the Board if the previous court order (unsafe building order) is transferrable to the new owner. Deputy Mayor Rochfort said he would contact legal and find out an answer.

II. Adjournment:

Trustee Rochfort made a motion at 8:35 PM to close the meeting, seconded by Trustee Herzog and all were in favor.

Respectfully Submitted by:

A handwritten signature in black ink, appearing to read "Sarah J. Witt", with a long horizontal flourish extending to the right.

Sarah J. Witt
Village Clerk/Treasurer

VILLAGE OF MILLBROOK
BOARD OF TRUSTEES
March 28, 2017

1. Call to Order/Pledge of Allegiance – Mayor Brown
2. Departmental Reports
FD/Rescue- Matthew Rochfort/Ted Bownas/ Laurie Olson
Police- Officer Witt
Water & Sewer- Scott Osborne (VRI)
Highway- Robert Collocola
Treasurer/Clerks- Sarah Witt
Funding
Lawyer – absent due to prior engagement
3. Well Update
4. Mayor updates – Deputy Clerk (Nicole Zeko)
Budget prep by department
Rearrangement of office – no cost to Village – efficient/more space
5. Flanigan Letter
6. Delaware – Generator / upgrade electrical service (Professional Service Agreement)
7. Trustee Updates:
Brian – police (fulltime officer, policy and procedures – 5k course)
Joe R – MBA
Mike – ADA grant
8. Auditing of the bills
9. Adjournment

Millbrook Fire Department

February 2017

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Automatic Fire Alarm	9
Structure Fire	1
Motor Vehicle Accident	5
EMS Call	37
Furnace Malfunction	0
Electrical Hazard	2
Wires Down	1
Chimney Fire	0
Good Intent Call	0
<u>Carbon Monoxide Detector</u>	<u>4</u>
Total Incidents	59

EMS Responses

NDP	28
MFD Rescue	17

DATE	EMPLOYEE	DAILY WORK ASSIGNMENT PUBLIC WORKS DEPT. JOB DESCRIPTION	# HOURS	COMPLETED YES/NO
		1 snow storm clean up and removal		
		2 Cut back bushes on several sidewalks prep for storm		
		3 smashed calling glass Repair broken or missing windows in Thorne Building		
		4 constructed and installed work station and shelving in village hall office. Removed existing furniture, and disposed of At landfill		
		5 Repaired several street signs that were vandalized.		
		6 Removed down limbs through out village		
		7 moved files from office to basement		
		8 moved office desk from Thorne Building to village hall.		
		9 Filled pot holes through out village		
		10 Repaired catch basin on church st		
2017	storm Report	16 snow and on ice events		
	Total Inches	75		
	major storm	26 inches		
	salt used	352 yards.		
2016	Total Inches	11 snow events		
	salt used	31		
		231		



VMPD Monthly Report February 2017

65 Total Incidents

Traffic Tickets- 19

Parking Tickets- 15

Auto Accidents- 2

Trespass-1

Erratic Vehicles- 3

Burglar Alarms-1

Assist Other Agency- 7

Assist Fire Department- 2

Assist EMS - Town-2

-Village- 4

Funeral Escort-1

Village of Millbrook
 Monthly Water System Report
March 2017

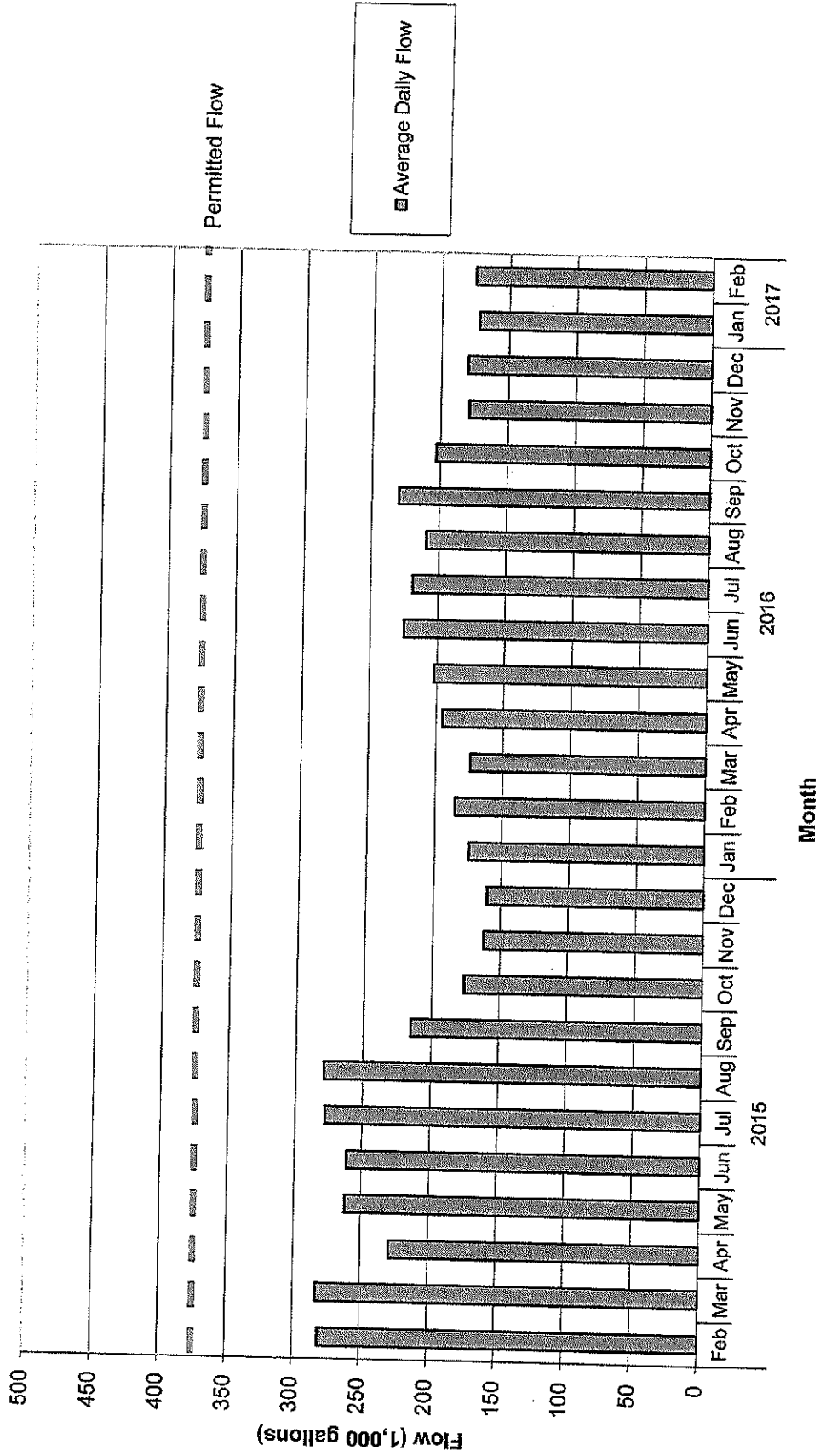
	February	January	December
Total Water Produced	4,905,000	5,335,000	5,590,000
Average Daily Flow	175,000	172,000	180,000
Peak Day Flow	220,000	190,000	305,000
Sampling Results:			
Total Coliform	Absent	Absent	Absent

* Results not in compliance

Comments:

- 1) Monthly sampling and maintenance
- 2) New test well pump installed and run. Collected samples for water quality testing

Millbrook Water



Village of Millbrook
Wastewater Treatment Plant Operations Report
March 2017

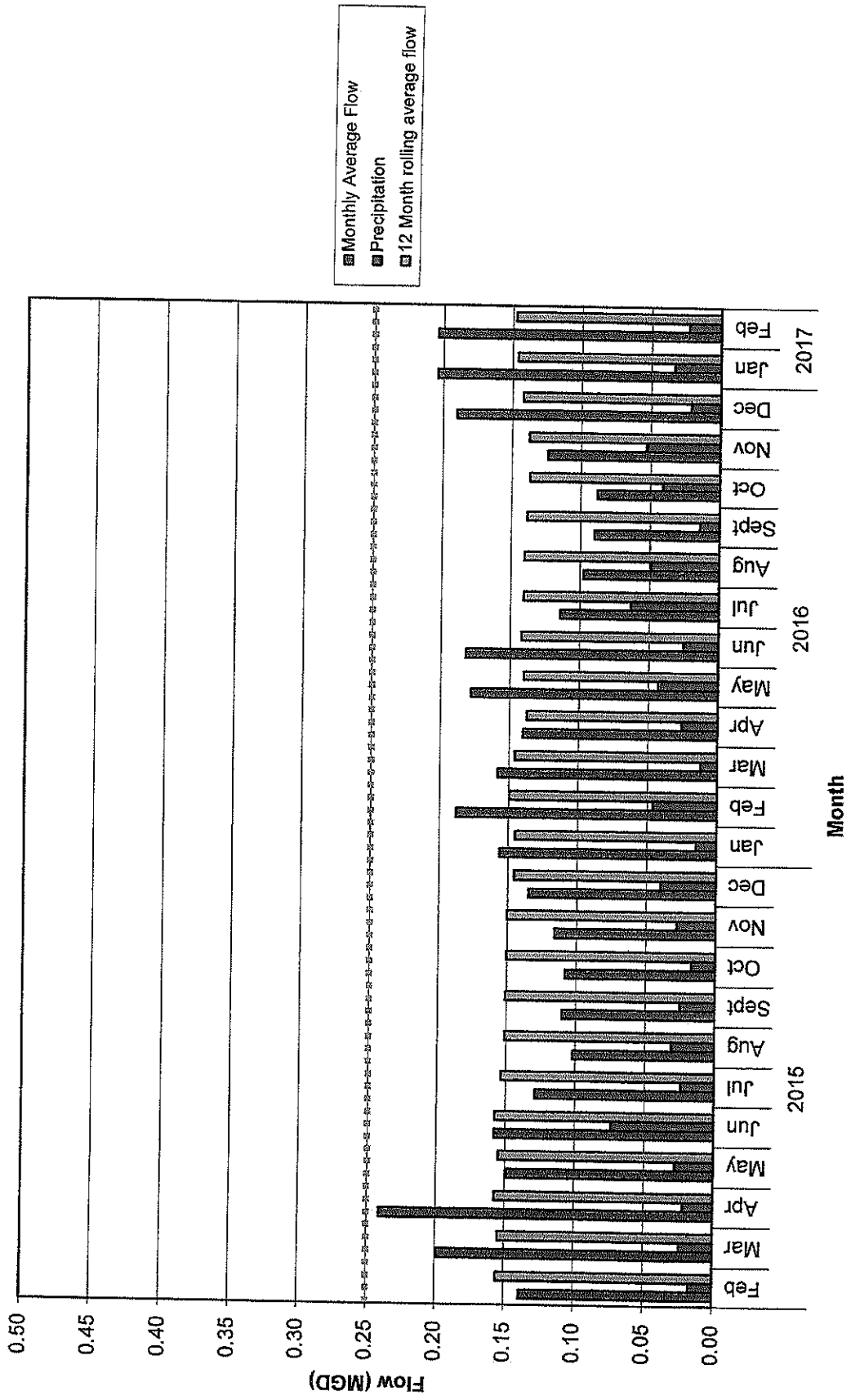
	February	January	December	Permit Limit
Total Effluent Flow	5,702,464	633,420	5,879,910	N/A
Average Daily Flow	203,600	204,300	189,700	N/A
12-Month Rolling AVG	147,000	146,000	142,000	250,000
Peak Daily Flow	281,237	277,145	343,810	N/A
Precipitation (inches as liquid)	2.30	3.3	2.1	N/A
SPDES Permit Samples: (mg/l)				
BOD	4 mg/l	4 mg/l	4 mg/l	15 mg/l
Percent Removal	99.0 %	98 %	98 %	85 %
Total Suspended Solids	2 mg/l	1 mg/l	1 mg/l	15 mg/l
Percent Removal	99.0 %	100 %	99 %	85 %
TKN as N	2.4 mg/l	mg/l	mg/l	8 mg/l
Fecal Coliform	N/A	N/A	N/A	200 /100ml

* Exceeds permit limit

Comments:

- 1) Performed all monthly sampling and maintenance
- 2) EarthCare hauled sludge
- 3) Working on aerating the ORF to break up the sludge mat
- 4) Auto Sampler repaired and in service
- 5) Camera still in need of repair. Will send out to get fixed

Millbrook WWTP



Bank Balances as of:							
			2/14/2017	3/28/2017			
Thorne Trust			25,667.72	\$ 25,668.71			
Haight Trust			15,621.06	\$ 15,621.66			
Reserve for Fire Truck			7,271.96	\$ 7,272.24			
Nine Partners Trust			25,193.71	\$ 25,194.68			
Thorne Bldg Tribute Gardens			231,204.07	\$ 231,212.94			
Accounts Payable			21,026.29	\$ 14,586.80			
Planning / Zoning Escrow			10,609.19	\$ 9,640.74			
Sewer Improvement			0.16	\$ 0.16			
Tax Account			331,903.34	\$ 225,218.35			
Lamont Christmas Tree Trust			2,448.97	\$ 2,449.07			
Payroll Account			8,270.06	\$ 8,056.48			
Sewer Fund			53,344.72	\$ 79,148.19			
Water Fund			511,717.88	\$ 516,515.69			
Tree Replacement Program			7,630.64	\$ 7,631.22			
Tribute Gardens Donations			10,014.17	\$ 10,014.94			
General Account			86,796.10	\$ 516,515.69			
Millbrook Restoration			174,379.99	\$ 174,393.37			
Reserve for Highway Equip			2,156.33	\$ 2,156.33			
Millbrook Community Day			533.85	\$ 533.85			
Medical Deductible			9,796.41	\$ 8,806.30			

TOW Fire Contract Check Deposited

Expense Control Report Parameters

Report ID: BOARD MTG Overbudget Only: No
 Year: 2017 Include Beg. Encumbrance: Yes
 Period: 6 To: 5 Apply to Budget Columns: No
 Description: Short Apply % to Original Budget: No
 Spacing: Single Print Parent Account: No
 Acct Status: Active Use Alt Fund: No
 Suppress Zero Accts.: All Encumber Personal Services: No
 Summary Only: No Grand Totals on Separate Page: No
 Include Req: No

Account Table:

Alt. Sort Table:

Sort:	Sort	Subtotal	Page Break	Subheading
1	Fund	Yes	No	Yes
2	Dept	Yes	No	Yes

Print Display Description: No

VILLAGE OF MILLBROOK

Expense Control Report

Fiscal Year: 2017 Period From: 6 To: 5

Account Table:
 Alt. Sort Table:

Account No.	Description	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund A									
Dept 1010	GENERAL FUND								
A.1010.0100	BOARD OF TRUSTEES-PS	0.00	16,000.00	16,000.00	9,666.57	6,333.43	0.00	6,333.43	60.42
A.1010.0400	BOARD-CE	0.00	4,000.00	4,000.00	448.70	3,551.30	0.00	3,551.30	11.22
A.1010.0800	BOARD-EMPLOYEE BENEFITS	0.00	1,335.00	1,335.00	649.03	685.97	0.00	685.97	48.62
Total Dept 1010	BOARD OF TRUSTEES	0.00	21,335.00	21,335.00	10,764.30	10,570.70	0.00	10,570.70	50.45
Dept 1210	MAYOR								
A.1210.0100	MAYOR-PS SERVICES	0.00	12,000.00	12,000.00	14,333.34	(2,333.34)	0.00	(2,333.34)	119.44
A.1210.0400	MAYOR-CE	0.00	4,000.00	4,000.00	3,124.18	875.82	0.00	875.82	78.10
A.1210.0800	MAYOR-EMPLOYEE BENEFITS	0.00	925.00	925.00	1,096.50	(171.50)	0.00	(171.50)	118.54
Total Dept 1210	MAYOR	0.00	16,925.00	16,925.00	18,554.02	(1,629.02)	0.00	(1,629.02)	109.62
Dept 1320	AUDITOR								
A.1320.0400	AUDITOR-CE	0.00	6,000.00	6,000.00	4,500.00	1,500.00	0.00	1,500.00	75.00
Total Dept 1320	AUDITOR	0.00	6,000.00	6,000.00	4,500.00	1,500.00	0.00	1,500.00	75.00
Dept 1325	CLERK/TREASURER								
A.1325.0100	CLERK-PS	0.00	40,040.00	40,040.00	32,393.81	7,646.19	0.00	7,646.19	80.90
A.1325.0100.0001	TREASURER	0.00	34,320.00	34,320.00	25,364.56	8,955.44	0.00	8,955.44	73.91
A.1325.0200	CLERK/TREASURER-EQUIP	0.00	2,000.00	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00
A.1325.0400	CLERK/TREASURER-CE	0.00	1,500.00	1,500.00	1,180.66	319.34	0.00	319.34	78.71
A.1325.0800	CLERK/TREASURER-EMPL BEN	0.00	4,780.00	4,780.00	4,159.24	620.76	0.00	620.76	87.01
Total Dept 1325	CLERK/TREASURER	0.00	82,640.00	82,640.00	63,098.27	19,541.73	0.00	19,541.73	76.35
Dept 1420	ATTORNEY								
A.1420.0400	ATTORNEY-CE	0.00	20,000.00	20,000.00	16,092.80	3,907.20	0.00	3,907.20	80.46
Total Dept 1420	ATTORNEY	0.00	20,000.00	20,000.00	16,092.80	3,907.20	0.00	3,907.20	80.46
Dept 1440	ENGINEER								
A.1440.0400	ENGINEER/CONSULTANT	0.00	14,000.00	14,000.00	2,000.00	12,000.00	0.00	12,000.00	14.29
Total Dept 1440	ENGINEER	0.00	14,000.00	14,000.00	2,000.00	12,000.00	0.00	12,000.00	14.29
Dept 1460	RECORDS MANAGEMENT								
A.1460.0400	RECORDS MANAGEMENT-CE	0.00	3,000.00	3,000.00	1,195.00	1,805.00	0.00	1,805.00	39.83
Total Dept 1460	RECORDS MANAGEMENT	0.00	3,000.00	3,000.00	1,195.00	1,805.00	0.00	1,805.00	39.83
Dept 1621	THORNE BUILDING								
A.1621.0400	THORNE BUILDING-CE	0.00	10,000.00	10,000.00	5,320.20	4,679.80	0.00	4,679.80	53.20
Total Dept 1621	THORNE BUILDING	0.00	10,000.00	10,000.00	5,320.20	4,679.80	0.00	4,679.80	53.20

VILLAGE OF MILLBROOK

Expense Control Report

Fiscal Year: 2017 Period From: 6 To: 5

Account No.	Description	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund A									
Dept 1990	GENERAL FUND								
A.1990.0400	CONTINGENCY	0.00	9,280.00	9,280.00	0.00	9,280.00	0.00	9,280.00	0.00
Total Dept 1990	CONTINGENCY	0.00	9,280.00	9,280.00	0.00	9,280.00	0.00	9,280.00	0.00
Dept 3120	POLICE DEPARTMENT								
A.3120.0100	POLICE DEPARTMENT-PS	0.00	75,000.00	75,000.00	58,284.75	16,715.25	0.00	16,715.25	77.71
A.3120.0200	POLICE DEPARTMENT-EQUIP	0.00	19,000.00	19,000.00	13,379.88	5,620.12	0.00	5,620.12	70.42
A.3120.0400	POLICE DEPARTMENT-CE	0.00	10,000.00	10,000.00	6,359.79	3,640.21	0.00	3,640.21	63.60
A.3120.0800	POLICE DEPARTMENT-EMPL BEN	0.00	5,529.00	5,529.00	4,400.39	1,128.61	0.00	1,128.61	79.59
Total Dept 3120	POLICE DEPARTMENT	0.00	109,529.00	109,529.00	82,424.81	27,104.19	0.00	27,104.19	75.25
Dept 3410	FIRE DEPARTMENT								
A.3410.0200	FIRE DEPARTMENT-EQUIP	0.00	56,000.00	56,000.00	0.00	56,000.00	0.00	56,000.00	0.00
A.3410.0400	FIRE DEPARTMENT-CE	0.00	71,000.00	71,000.00	29,509.81	41,490.19	0.00	41,490.19	41.56
A.3410.0410	HOUSE OPERATION/PRES	0.00	59,000.00	59,000.00	35,083.89	23,916.11	0.00	23,916.11	59.46
A.3410.0800	FIRE DEPARTMENT-EMPL BEN	0.00	58,000.00	58,000.00	45,144.24	12,855.76	0.00	12,855.76	77.83
A.3410.0900	FD-TRANSFER TO EQUIP RESERVE	0.00	60,000.00	60,000.00	0.00	60,000.00	0.00	60,000.00	0.00
Total Dept 3410	FIRE DEPARTMENT	0.00	304,000.00	304,000.00	109,737.94	194,262.06	0.00	194,262.06	36.10
Dept 3620	BUILDING INSPECTOR								
A.3620.0100	BUILDING INSPECTOR-PS	0.00	16,000.00	16,000.00	8,333.30	7,666.70	0.00	7,666.70	52.08
A.3620.0400	BUILDING INSPECTOR-CE	0.00	1,000.00	1,000.00	523.06	476.94	0.00	476.94	52.31
A.3620.0800	BUILDING INSPECTOR-EMPL BEN	0.00	1,025.00	1,025.00	601.50	423.50	0.00	423.50	58.68
Total Dept 3620	BUILDING INSPECTOR	0.00	18,025.00	18,025.00	9,457.86	8,567.14	0.00	8,567.14	52.47
Dept 4540	AMBULANCE								
A.4540.0400	RESCUE SQUAD - CE	0.00	15,000.00	15,000.00	(8,232.98)	23,232.98	0.00	23,232.98	(54.89)
A.4540.0401	PAID AMBULANCE SERVICE	0.00	200,000.00	200,000.00	172,515.36	27,484.64	0.00	27,484.64	86.26
Total Dept 4540	AMBULANCE	0.00	215,000.00	215,000.00	164,282.38	50,717.62	0.00	50,717.62	76.41
Dept 5110	STREET MAINTENANCE								
A.5110.0100	STREET MAINTENANCE-PS	0.00	150,000.00	150,000.00	152,351.13	(2,351.13)	0.00	(2,351.13)	101.57
A.5110.0200	STREET MAINTENANCE-EQUIP	0.00	20,000.00	20,000.00	19,849.54	150.46	0.00	150.46	99.25
A.5110.0200.0100	9 PARTNERS PAVING	0.00	30,000.00	30,000.00	154,316.70	(124,316.70)	0.00	(124,316.70)	514.39
A.5110.0400	STREET MAINTENANCE-CE	0.00	70,000.00	70,000.00	47,221.65	22,778.35	0.00	22,778.35	67.46
A.5110.0800	STREET MAINTENANCE-EMPL BEN	0.00	8,000.00	8,000.00	11,027.97	(3,027.97)	0.00	(3,027.97)	137.85

VILLAGE OF MILLBROOK

Expense Control Report

Fiscal Year: 2017 Period From: 6 To: 5

Account Table:
 Alt. Sort Table:

Account No.	Description	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund A									
Dept 5110	GENERAL FUND								
Total Dept 5110	STREET MAINTENANCE	0.00	278,000.00	278,000.00	384,766.99	(106,766.99)	0.00	(106,766.99)	138.41
Dept 5112	STREETS, CHIPS								
A.5112.0400	STREETS, CHIPS-CE	0.00	20,000.00	20,000.00	0.00	20,000.00	0.00	20,000.00	0.00
Total Dept 5112	STREETS, CHIPS	0.00	20,000.00	20,000.00	0.00	20,000.00	0.00	20,000.00	0.00
Dept 5142	SNOW REMOVAL								
A.5142.0100	SNOW REMOVAL-PS	0.00	10,000.00	10,000.00	5,530.93	4,469.07	0.00	4,469.07	55.31
A.5142.0400	SNOW REMOVAL-CE	0.00	35,000.00	35,000.00	22,301.25	12,698.75	0.00	12,698.75	63.72
A.5142.0800	SNOW REMOVAL-EMPL BEN	0.00	1,770.00	1,770.00	305.24	1,464.76	0.00	1,464.76	17.25
Total Dept 5142	SNOW REMOVAL	0.00	46,770.00	46,770.00	28,137.42	18,632.58	0.00	18,632.58	60.16
Dept 5182	STREET LIGHTING								
A.5182.0400	STREET LIGHTING-CE	0.00	30,000.00	30,000.00	25,369.69	4,630.31	0.00	4,630.31	84.57
Total Dept 5182	STREET LIGHTING	0.00	30,000.00	30,000.00	25,369.69	4,630.31	0.00	4,630.31	84.57
Dept 8010	ZONING BOARD OF APPEALS								
A.8010.0100	ZBA-PS	0.00	1,250.00	1,250.00	0.00	1,250.00	0.00	1,250.00	0.00
A.8010.0400	ZBA-CE	0.00	500.00	500.00	32.66	467.34	0.00	467.34	6.53
A.8010.0800	ZBA-EMPL BEN	0.00	195.00	195.00	0.00	195.00	0.00	195.00	0.00
Total Dept 8010	ZONING BOARD OF APPEALS	0.00	1,945.00	1,945.00	32.66	1,912.34	0.00	1,912.34	1.68
Dept 8020	PLANNING BOARD								
A.8020.0100	PLANNING BOARD-PS	0.00	6,000.00	6,000.00	4,351.50	1,648.50	0.00	1,648.50	72.53
A.8020.0400	PLANNING BOARD-CE	0.00	1,000.00	1,000.00	1,412.31	(412.31)	0.00	(412.31)	141.23
A.8020.0401	COMPREHENSIVE PLAN	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
A.8020.0800	PLANNING BOARD-EMPL BEN	0.00	421.00	421.00	332.39	88.61	0.00	88.61	78.95
Total Dept 8020	PLANNING BOARD	0.00	8,421.00	8,421.00	6,096.20	2,324.80	0.00	2,324.80	72.39
Dept 8160	REFUSE COLLECTION								
A.8160.0400	REFUSE COLLECTION-CE	0.00	2,000.00	2,000.00	1,239.00	761.00	0.00	761.00	61.95
Total Dept 8160	REFUSE COLLECTION	0.00	2,000.00	2,000.00	1,239.00	761.00	0.00	761.00	61.95
Dept 8560	SHADE TREES								
A.8560.0400	SHADE TREES-CE	0.00	5,000.00	5,000.00	(4,296.15)	9,296.15	0.00	9,296.15	(85.92)
Total Dept 8560	SHADE TREES	0.00	5,000.00	5,000.00	(4,296.15)	9,296.15	0.00	9,296.15	(85.92)
Dept 9010	STATE RETIREMENT								
A.9010.0800	STATE RETIREMENT-	0.00	39,000.00	39,000.00	38,995.00	5.00	0.00	5.00	99.99
Total Dept 9010	STATE RETIREMENT	0.00	39,000.00	39,000.00	38,995.00	5.00	0.00	5.00	99.99

VILLAGE OF MILLBROOK

Expense Control Report

Account Table:

Prepared By: SARAHA

Fiscal Year: 2017 Period From: 6 To: 5

Account No.	Description	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund A									
Dept 9015	GENERAL FUND								
A.9015.0800	POLICE RETIREMENT	0.00	9,300.00	9,300.00	9,316.00	(16.00)	0.00	(16.00)	100.17
Total Dept 9015	POLICE RETIREMENT	0.00	9,300.00	9,300.00	9,316.00	(16.00)	0.00	(16.00)	100.17
Dept 9040	WORKER'S COMPENSATION								
A.9040.0800	WORKER'S COMPENSATION	0.00	10,000.00	10,000.00	3,362.00	6,638.00	0.00	6,638.00	33.62
Total Dept 9040	WORKER'S COMPENSATION	0.00	10,000.00	10,000.00	3,362.00	6,638.00	0.00	6,638.00	33.62
Dept 9055	DISABILITY INSURANCE								
A.9055.0800	DISABILITY INSURANCE	0.00	1,000.00	1,000.00	696.00	304.00	0.00	304.00	69.60
Total Dept 9055	DISABILITY INSURANCE	0.00	1,000.00	1,000.00	696.00	304.00	0.00	304.00	69.60
Dept 9060	HEALTH INSURANCE								
A.9060.0800	HEALTH INSURANCES	0.00	65,000.00	65,000.00	47,733.67	17,266.33	0.00	17,266.33	73.44
Total Dept 9060	HEALTH INSURANCE	0.00	65,000.00	65,000.00	47,733.67	17,266.33	0.00	17,266.33	73.44
Dept 9710	SERIAL BOND								
A.9710.0600	SERIAL BOND-PRINC	0.00	48,000.00	48,000.00	48,000.00	0.00	0.00	0.00	100.00
A.9710.0700	SERIAL BOND-INT	0.00	19,000.00	19,000.00	17,184.00	1,816.00	0.00	1,816.00	90.44
Total Dept 9710	SERIAL BOND	0.00	67,000.00	67,000.00	65,184.00	1,816.00	0.00	1,816.00	97.29
Total Fund A	GENERAL FUND	0.00	1,536,520.00	1,536,520.00	1,197,801.57	338,718.43	0.00	338,718.43	77.96
Fund F									
Dept 1910	WATER FUND								
F.1910.0400	UNALLOCATED INSURANCE	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00
Total Dept 1910	UNALLOCATED INSURANCE	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00
Dept 1990	CONTINGENCY								
F.1990.0400	CONTINGENCY	0.00	0.00	0.00	5,148.00	(5,148.00)	0.00	(5,148.00)	0.00
Total Dept 1990	CONTINGENCY	0.00	0.00	0.00	5,148.00	(5,148.00)	0.00	(5,148.00)	0.00
Dept 8310	WATER ADMINISTRATION								
F.8310.0200	WATER - CAP IMP	0.00	35,000.00	35,000.00	34,431.55	568.45	0.00	568.45	98.38
F.8310.0400	VRI	0.00	64,400.00	64,400.00	54,128.18	10,271.82	0.00	10,271.82	84.05
Total Dept 8310	WATER ADMINISTRATION	0.00	99,400.00	99,400.00	88,559.73	10,840.27	0.00	10,840.27	89.09
Dept 8320	WATER PUMP STATION								
F.8320.0200	WELL WATER PROJECT - CAP IMP	0.00	0.00	0.00	46,524.39	(46,524.39)	0.00	(46,524.39)	0.00
F.8320.0400	LAB	0.00	33,400.00	33,400.00	18,385.46	15,014.54	0.00	15,014.54	55.05
Total Dept 8320	WATER PUMP STATION	0.00	33,400.00	33,400.00	64,909.85	(31,509.85)	0.00	(31,509.85)	194.34

VILLAGE OF MILLBROOK

Expense Control Report

Account Table:
 Alt. Sort Table:
 Fiscal Year: 2017 Period From: 6 To: 5

Account No.	Description	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Fund F									
Dept 8340	WATER TRANSMISSION								
F.8340.0400	UTILITIES	0.00	47,000.00	47,000.00	46,398.09	601.91	0.00	601.91	98.72
Total Dept 8340	WATER TRANSMISSION	0.00	47,000.00	47,000.00	46,398.09	601.91	0.00	601.91	98.72
Dept 9720	STATUTORY INSTALLMENT BOND								
F.9720.0600	PRINCIPAL	0.00	24,000.00	24,000.00	24,000.00	0.00	0.00	0.00	100.00
F.9720.0700	INTEREST	0.00	1,200.00	1,200.00	858.00	342.00	0.00	342.00	71.50
Total Dept 9720	STATUTORY INSTALLMENT BOND	0.00	25,200.00	25,200.00	24,858.00	342.00	0.00	342.00	98.64
Total Fund F	WATER FUND	0.00	215,000.00	215,000.00	229,873.67	(14,873.67)	0.00	(14,873.67)	106.92
Fund G									
Dept 8110	SEWER FUND								
Dept 8110	SEWER ADMINISTRATION								
G.8110.0400	VRI	0.00	121,500.00	121,500.00	99,184.68	22,315.32	0.00	22,315.32	81.63
Total Dept 8110	SEWER ADMINISTRATION	0.00	121,500.00	121,500.00	99,184.68	22,315.32	0.00	22,315.32	81.63
Dept 8130	SEWAGE TREATMENT PLANT								
G.8130.0200	CAPITAL IMPROVEMENTS	0.00	13,500.00	13,500.00	(15,000.00)	28,500.00	0.00	28,500.00	(111.11)
G.8130.0400	CHEMICALS/LAB	0.00	30,000.00	30,000.00	25,802.28	4,197.72	0.00	4,197.72	86.01
G.8130.0401	SLUDGE	0.00	20,000.00	20,000.00	13,147.91	6,852.09	0.00	6,852.09	65.74
G.8130.0405	UTILITIES/CE	0.00	72,000.00	72,000.00	53,659.74	18,340.26	0.00	18,340.26	74.53
Total Dept 8130	SEWAGE TREATMENT PLANT	0.00	135,500.00	135,500.00	77,609.93	57,890.07	0.00	57,890.07	57.28
Dept 9710	SERIAL BOND								
G.9710.0630	SEWER PLANT-PHIII-PRINC.	0.00	30,000.00	30,000.00	30,000.00	0.00	0.00	0.00	100.00
G.9710.0730	SEWER PLANT PH III INTEREST	0.00	3,000.00	3,000.00	2,742.67	257.33	0.00	257.33	91.42
Total Dept 9710	SERIAL BOND	0.00	33,000.00	33,000.00	32,742.67	257.33	0.00	257.33	99.22
Total Fund G	SEWER FUND	0.00	290,000.00	290,000.00	209,537.28	80,462.72	0.00	80,462.72	72.25
Grand Total		0.00	2,041,520.00	2,041,520.00	1,637,212.52	404,307.48	0.00	404,307.48	80.20

VILLAGE OF MILLBROOK

Revenue Control Report

Fiscal Year: 2017 Period From: 6 To: 5

Account No.	Description	Curr. Month Revenue Receipts	Curr. Month Budget Balance	YTD Adjusted Budget	YTD Revenue Receipts	YTD Budget Balance	Percent Received Balance
Fund A	GENERAL FUND						
Dept 0000							
A.0000.1001	REAL PROPERTY TAXES	0.00	0.00	905,000.00	905,000.00	0.00	100.00
A.0000.1090	INTEREST & PENALTIES	0.00	0.00	10,000.00	0.00	10,000.00	0.00
A.0000.1120	COUNTY SALES TAX	0.00	0.00	38,000.00	29,506.47	8,493.53	77.65
A.0000.1130	UTILITIES TAX	0.00	0.00	20,000.00	17,743.99	2,256.01	88.72
A.0000.1170	FRANCHISE FEES	0.00	0.00	33,000.00	59,856.00	(26,856.00)	181.38
A.0000.1603	VITAL STATISTICS FEES	0.00	0.00	0.00	(10.00)	10.00	100.00
A.0000.2110	ZONING FEES	0.00	0.00	500.00	0.00	500.00	0.00
A.0000.2115	PLANNING BOARD FEES	0.00	0.00	1,500.00	166.22	1,333.78	11.08
A.0000.2262	FIRE CONTRACT	0.00	0.00	425,580.00	851,160.00	(425,580.00)	200.00
A.0000.2401	INTEREST EARNED, GENERAL FUND	0.00	0.00	200.00	0.00	200.00	0.00
A.0000.2412	RENTAL VIL. HALL OTH GOVTS.	0.00	0.00	7,000.00	7,000.00	0.00	100.00
A.0000.2413.0200	THORNE TRUST INCOME	0.00	0.00	10,000.00	14,371.88	(4,371.88)	143.72
A.0000.2414	RENTAL OF WATER TOWER	0.00	0.00	36,240.00	35,883.50	356.50	99.02
A.0000.2590	BUILDING PERMITS	0.00	0.00	5,000.00	4,003.90	996.10	80.08
A.0000.2610	FINES & FORFEITURES	0.00	0.00	1,500.00	290.00	1,210.00	19.33
A.0000.3001	STATE AID PER CAPITA	0.00	0.00	10,000.00	9,185.00	815.00	91.85
A.0000.3005	MORTGAGE TAX	0.00	0.00	13,000.00	6,381.77	6,618.23	49.09
A.0000.3089	STATE AID BUILDING INSP.	0.00	0.00	0.00	1,549.00	(1,549.00)	100.00
A.0000.3501.0100	STATE AID, CHIPS CAPITAL	0.00	0.00	20,000.00	0.00	20,000.00	0.00
Total Dept 0000		0.00	0.00	1,536,520.00	1,942,087.73	(405,567.73)	126.40
Total Fund A	GENERAL FUND	0.00	0.00	1,536,520.00	1,942,087.73	(405,567.73)	126.40
Fund F	WATER FUND						
Dept 0000							
F.0000.2140	METERED WATER SALES	0.00	0.00	215,000.00	80,853.08	134,146.92	37.61
F.0000.2148	INTRST & PENLTY ON WATER RENTS	0.00	0.00	0.00	12,532.98	(12,532.98)	100.00
Total Dept 0000		0.00	0.00	215,000.00	93,386.06	121,613.94	43.44
Total Fund F	WATER FUND	0.00	0.00	215,000.00	93,386.06	121,613.94	43.44
Fund G	SEWER FUND						
Dept 0000							
G.0000.1030	SPECIAL ASSESSMENTS	0.00	0.00	30,000.00	30,000.00	0.00	100.00
G.0000.2120	SEWER RENTS	0.00	0.00	260,000.00	75,136.36	184,863.64	28.90
G.0000.2128	INTRST & PENLTIES	0.00	0.00	0.00	9,968.28	(9,968.28)	100.00
Total Dept 0000		0.00	0.00	290,000.00	115,104.64	174,895.36	39.69
Total Fund G	SEWER FUND	0.00	0.00	290,000.00	115,104.64	174,895.36	39.69
Grand Total		0.00	0.00	2,041,520.00	2,150,578.43	(109,058.43)	105.34

Budget Adjustments – Presented at 3/28/2017 Board Meeting

By this resolution the Board of Trustees authorizes the following transfers necessary to fund underfunded operating lines :

From A.1680.0200 Central Data Equip - \$3000.00
A.1622.0400 Comm Center CE - \$4500.00
To A.1680.0400 Central Data CE - \$7500.00

From A.1622.0400 Comm Center CE - \$800.00
To A.1660.0400 Central Storeroom - \$800.00

From A.1440.0400 Engineer - \$8000.00
To A.1210.0000 Mayor PS - \$5000.00
A.1210.0800 Mayor Emp Ben - \$3000.00

From A.1622.0400 Comm Center CE - \$1000.00
To A.1920.0400 Municipal Association - \$1000.00

From A.8020.0100 Planning Board PS - \$412.31
To A.8020.0400 Planning Board CE - \$412.31 - ZBA(?)

From A.9055.0800 Disability Insurance - \$100.00
To A.9015.8000 Police Retirement - \$100.00

These entries are to be Journal Entries done by the Treasurer.

Brian Hicks made the motion 2nd by
Deputy Mayor # Fochfort -
all were in favor.

Sarah Witt

From: RBMayor <RBMayor@villageofmillbrookny.com>
Sent: Monday, April 24, 2017 10:34 AM
To: Sarah Witt
Subject: FW: SNOW REMOVAL

-----Original Message-----

From: Michael Flanigan [<mailto:mike@reardonbriggs.com>]
Sent: Thursday, March 02, 2017 4:32 PM
To: RBMAYOR@villageofmillbrookny.com
Subject: SNOW REMOVAL

Mayor Brown

I am writing to compliment our village highway department's snow removal efforts this winter.

As a business owner and village resident I understand how difficult it is to keep our streets safe and the snowbanks removed. Once again Superintendent Collocola and his crew have accomplished this. The streets were plowed in a timely manner and the snowbanks were quickly removed in the middle of the night, causing no disruption of business or creation of safety hazards.

Matt Hurst and his small plow keep our sidewalks snow free and save us business owners a tremendous amount of work. He does a great job.

Thanks to all.

Mike Flanigan

Co Owner Reardon Briggs