

**Village of Millbrook Board of Trustees**  
**Meeting Minutes**

*May 9, 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 Dept. President Rochfort, Public Works Supervisor Collocola and Clerk Witt.

**Departmental Reports:**

**Fire Department:** Fire Dept. President Rochfort stated there is no report submitted due to computer issues and a report will be submitted for the May 23<sup>rd</sup> meeting.

Additional comments: The Fire Department appointed Shelley Hollingsworth for Fire Department treasurer on May 3, 2017. Invitations for the Board of Trustees to march in the Fireman's Parade on July 8<sup>th</sup> will be going out soon. The Fireman's Carnival is from July 5<sup>th</sup>- July 8<sup>th</sup>.

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

Additional comments: Officer Witt informed the Board he had completed the Field Training Officer (FTO) course and is now a certified FTO. Officer Witt presented the Board with a quote from Axon (attached). Trustee Hicks made a motion to accept the quote from Axon, seconded by Trustee Herzog and all were in favor. Officer Witt let the Board know the postponed Critical Incident Training (CIT) class has been moved to June 12<sup>th</sup>. Mayor Brown said Officer Witt and anyone else wanting to take the class is approved to go.

**Water and Sewer:** Mr. Osborne from VRI read from the attached water and sewer reports. Additional comments: Mayor Brown asked Mr. Osborne if they could rebuild any leaking hydrants that need replacement. Mr. Osborne said the hydrants are from the 1930's and parts are very hard to come by and it would be his recommendation to replace them with newer hydrants because the current hydrants take a few men to open and in the event of a fire it would be better to have a hydrant that is easier to open. Mr. McLaughlin from VRI told the Board he had received a call about someone having a surplus of 2011 Mueller hydrants and he may be able to get a good price for them. He also noted VRI could rebuild the 2011 Mueller hydrants, in the event one should need servicing. Mayor Brown asked Mr. McLaughlin if he could get prices for the newer hydrants to the Board.

**Public Works:** Public Works Supervisor (PWS) Collocola read from the attached public works report. Additional comments: PWS Collocola let the Board know the flowers from the MBA will be delivered by May 22<sup>nd</sup>.

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

**Generator Bid:** Trustee Hicks made a motion to accept the generator bid from Kinsley (attached) seconded by Trustee Herzog and all were in favor.

**ADA Grant:** Attorney Valk informed the Board they can approve the current contract subject to changing the section having the contractor being responsible for traffic control. In an effort to cut costs, Mayor Brown would like the Village Police to manage the traffic control during the project. Trustee Hicks made a motion to accept the contract seconded by Trustee Herzog, all were in favor. (See attached resolution)

**Trustee Updates:**

Trustee Rochfort said he is looking into the gazebo at the tennis courts to see what can be done about restoring it. He said he will be doing some research to find out who exactly owns it and will have more information for the May 23<sup>rd</sup> meeting.

**II. Adjournment:**

Mayor Brown made a motion to adjourn the meeting at 7:54 PM, seconded by Deputy Mayor Rochfort and all were in favor.

Respectfully Submitted by:



Sarah J. Witt

Village Clerk/Treasurer

VILLAGE OF MILLBROOK  
BOARD OF TRUSTEES  
May 9, 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
3. Mayor updates
4. Accepting Bid – Generator at Water Plant  
Tentative - ADA Bid Package
5. Trustee Updates
6. Auditing of the bills
7. Adjournment

# V.M.P.D. Monthly Report April 2017

58 total incidents (including, but not limited to):

Traffic Tickets- 5

Parking Tickets- 7

Burglar Alarms- 5

Fraud-1

Vehicle & Traffic Complaints- 3

Assist Other Agencies- 1

Assist Fire Department- 7

Assist EMS- Village- 8

Town of Washington- 4

Assist Citizens- 4

Lost Property- 3

Vehicle Repossession- 1

Loose Dogs- 1

Other- 5

  
05/09/2017

# Axon Enterprise, Inc.

Protect Life.

17800 N 85th St.  
Scottsdale, Arizona 85255  
United States  
Phone: (800) 978-2737  
Fax:

**Jared Witt**  
8456778200  
jwittmillbrookpd@gmail.com



## Quotation

**Quote:** Q-110742-1  
**Date:** 4/12/2017 10:59 AM  
**Quote Expiration:** 6/30/2017  
**Contract Start Date\*:** 4/12/2017  
**Contract Term:** 1 year

**AX Account Number:**  
490800

**Bill To:**  
Millbrook Police Dept  
35 Merritt Ave.  
Millbrook, NY 12545  
US

**Ship To:**  
Jared Witt  
Millbrook Police Dept  
35 Merritt Ave.  
Millbrook, NY 12545  
US

| SALESPERSON       | PHONE | EMAIL                | DELIVERY METHOD | PAYMENT METHOD |
|-------------------|-------|----------------------|-----------------|----------------|
| Zachary Gallagher |       | zgallagher@taser.com | Fedex - Ground  | Net 30         |

\*Note this will vary based on the shipment date of the product.

### Hardware

| QTY                                     | ITEM # | DESCRIPTION                                 | UNIT PRICE   | TOTAL BEFORE DISCOUNT | DISCOUNT (\$) | NET TOTAL    |
|---|--------|---|--------------|-----------------------|---------------|--------------|
| 2                                       | 22003  | HANDLE, YELLOW, CLASS III, X2               | USD 1,103.31 | USD 2,206.62          | USD 0.00      | USD 2,206.62 |
| 2                                       | 22501  | HOLSTER, BLACKHAWK, RIGHT, X2, 44HT01BK-R-B | USD 70.54    | USD 141.08            | USD 0.00      | USD 141.08   |
| 6                                       | 22150  | CARTRIDGE, PERFORMANCE, SMART, 15'          | USD 31.60    | USD 189.60            | USD 0.00      | USD 189.60   |
| 6                                       | 22151  | CARTRIDGE, PERFORMANCE, SMART, 25'          | USD 33.74    | USD 202.44            | USD 0.00      | USD 202.44   |
| 2                                       | 22011  | APPM, BATTERY PACK, AUTO SHUT OFF, X2/X26P  | USD 70.54    | USD 141.08            | USD 0.00      | USD 141.08   |
| 1                                       | 22013  | KIT, DATAPORT DOWNLOAD, USB, X2/ X26P       | USD 176.49   | USD 176.49            | USD 0.00      | USD 176.49   |
| <b>Hardware Total Before Discounts:</b> |        |   |              |                       |               | USD 3,057.31 |
| <b>Hardware Net Amount Due:</b>         |        |   |              |                       |               | USD 3,057.31 |

Extended Warranties

| QTY  | ITEM # | DESCRIPTION          | UNIT PRICE | TOTAL BEFORE DISCOUNT | DISCOUNT (\$) | NET TOTAL  |
|--|--------|----------------------|------------|-----------------------|---------------|------------|
| 2  | 22014  | WARRANTY, 4 YEAR, X2 | USD 340.92 | USD 681.84            | USD 0.00      | USD 681.84 |
| <b>Extended Warranties Total Before Discounts:</b> |        |                      |            |                       |               | USD 681.84 |
| <b>Extended Warranties Net Amount Due:</b>         |        |                      |            |                       |               | USD 681.84 |

|   |              |
|---|--------------|
| <b>Subtotal</b>                               | USD 3,739.15 |
| <b>Estimated Shipping &amp; Handling Cost</b> | USD 42.80    |
| <b>Estimated Tax</b>                          | USD 303.79   |
| <b>Grand Total</b>                            | USD 4,085.74 |

### Axon Enterprise, Inc.'s Sales Terms and Conditions for Direct Sales to End User Purchasers

By signing this Quote, you are entering into a contract and you certify that you have read and agree to the provisions set forth in this Quote and Axon's Master Services and Purchasing Agreement posted at [www.axon.com/legal](http://www.axon.com/legal). You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Name (Print): \_\_\_\_\_ Title: \_\_\_\_\_  
 PO# (if needed): \_\_\_\_\_

Quote: Q-110742-1

Please sign and email to Zachary Gallagher at [zgallagher@taser.com](mailto:zgallagher@taser.com) or fax to

THANK YOU FOR YOUR BUSINESS!

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**Village of Millbrook**  
 Monthly Water System Report  
**May 2017**

|                          | April     | March     | February  |
|--------------------------|-----------|-----------|-----------|
| Total Water Produced     | 5,415,000 | 5,370,000 | 4,905,000 |
| Average Daily Flow       | 181,000   | 173,000   | 175,000   |
| Peak Day Flow            | 210,000   | 185,000   | 220,000   |
| <b>Sampling Results:</b> |           |           |           |
| Total Coliform           | Absent    | Absent    | Absent    |

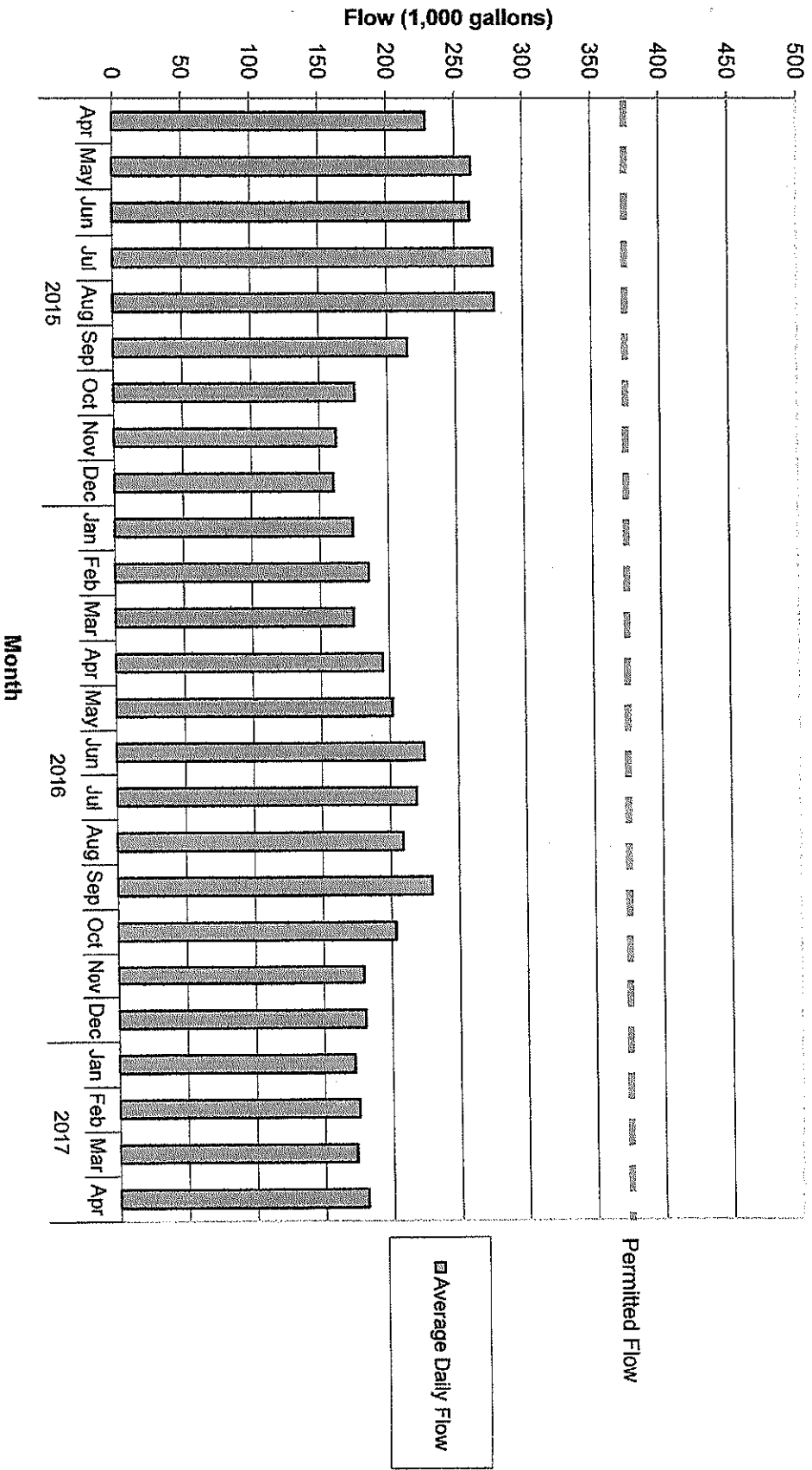
\* Results not in compliance

**Comments:**

- 1) Monthly sampling and maintenance
- 2) Read all water meters
- 3) Replaced 4 Fire Hydrants

May 9

# Milbrook Water





**Village of Millbrook**  
Wastewater Treatment Plant Operations Report  
**May 2017**

|                                     | April     | March     | February  | Permit Limit |
|-------------------------------------|-----------|-----------|-----------|--------------|
| Total Effluent Flow                 | 6,835,922 | 6,583,006 | 5,702,464 | N/A          |
| Average Daily Flow                  | 220,500   | 212,355   | 203,600   | N/A          |
| 12-Month Rolling AVG                | 159,000   | 152,000   | 147,000   | 250,000      |
| Peak Daily Flow                     | 411,165   | 425,235   | 281,237   | N/A          |
| Precipitation (inches as liquid)    | 2.40      | 5.8       | 2.3       | N/A          |
| <b>SPDES Permit Samples: (mg/l)</b> |           |           |           |              |
| BOD                                 | 4 mg/l    | 4 mg/l    | 4 mg/l    | 15 mg/l      |
| Percent Removal                     | 97.0 %    | 99 %      | 99 %      | 85 %         |
| Total Suspended Solids              | 1 mg/l    | 1 mg/l    | 2 mg/l    | 15 mg/l      |
| Percent Removal                     | 99.0 %    | 100 %     | 99 %      | 85 %         |
| TKN as N                            | 1.2 mg/l  | 0.3 mg/l  | 2.4 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) Cleaned drying beds

# VILLAGE OF MILLBROOK

## Revenue Control Report

Fiscal Year: 2017 Period From: 6 To: 5

| Account No.         | Description                    | Curr. Month      |                | Original Budget | Adjusted Budget | YTD              |                | YTD Revenue Receipts | YTD Budget Balance | Percent Received Balance |
|---------------------|--------------------------------|------------------|----------------|-----------------|-----------------|------------------|----------------|----------------------|--------------------|--------------------------|
|                     |                                | Revenue Receipts | Budget Balance |                 |                 | Revenue Receipts | Budget Balance |                      |                    |                          |
| <b>Fund A</b>       |                                |                  |                |                 |                 |                  |                |                      |                    |                          |
| <b>GENERAL FUND</b> |                                |                  |                |                 |                 |                  |                |                      |                    |                          |
| Dept 0000           |                                |                  |                |                 |                 |                  |                |                      |                    |                          |
| A.0000.1001         | REAL PROPERTY TAXES            | 0.00             | 0.00           | 905,000.00      | 905,000.00      | 905,000.00       | 0.00           | 0.00                 | 100.00             |                          |
| A.0000.1090         | INTEREST & PENALTIES           | 0.00             | 0.00           | 10,000.00       | 10,000.00       | 0.00             | 10,000.00      | 0.00                 | 0.00               |                          |
| A.0000.1120         | COUNTY SALES TAX               | 0.00             | 0.00           | 38,000.00       | 38,000.00       | 29,506.47        | 8,493.53       | 77.65                | 77.65              |                          |
| A.0000.1130         | UTILITIES TAX                  | 0.00             | 0.00           | 20,000.00       | 20,000.00       | 17,743.99        | 2,256.01       | 88.72                | 88.72              |                          |
| A.0000.1170         | FRANCHISE FEES                 | 0.00             | 0.00           | 33,000.00       | 33,000.00       | 59,856.00        | (26,856.00)    | 181.38               | 181.38             |                          |
| A.0000.1603         | VITAL STATISTICS FEES          | 0.00             | 0.00           | 0.00            | 0.00            | (60.00)          | 60.00          | 100.00               | 100.00             |                          |
| A.0000.2110         | ZONING FEES                    | 0.00             | 0.00           | 500.00          | 500.00          | 0.00             | 500.00         | 0.00                 | 0.00               |                          |
| A.0000.2115         | PLANNING BOARD FEES            | 0.00             | 0.00           | 1,500.00        | 1,500.00        | 166.22           | 1,333.78       | 11.08                | 11.08              |                          |
| A.0000.2262         | FIRE CONTRACT                  | 0.00             | 0.00           | 425,580.00      | 425,580.00      | 425,580.00       | 0.00           | 100.00               | 100.00             |                          |
| A.0000.2401         | INTEREST EARNED, GENERAL FUND  | 0.00             | 0.00           | 200.00          | 200.00          | 0.00             | 200.00         | 0.00                 | 0.00               |                          |
| A.0000.2412         | RENTAL VII. HALL OTH GOVTS.    | 0.00             | 0.00           | 7,000.00        | 7,000.00        | 7,000.00         | 0.00           | 100.00               | 100.00             |                          |
| A.0000.2413         | THORNE TRUST INCOME            | 0.00             | 0.00           | 10,000.00       | 10,000.00       | 14,371.88        | (4,371.88)     | 143.72               | 143.72             |                          |
| A.0000.2414         | RENTAL OF WATER TOWER          | 0.00             | 0.00           | 36,240.00       | 36,240.00       | 35,883.50        | 356.50         | 99.02                | 99.02              |                          |
| A.0000.2590         | BUILDING PERMITS               | 0.00             | 0.00           | 5,000.00        | 5,000.00        | 4,003.90         | 996.10         | 80.08                | 80.08              |                          |
| A.0000.2610         | FINES & FORFEITURES            | 0.00             | 0.00           | 1,500.00        | 1,500.00        | 290.00           | 1,210.00       | 19.33                | 19.33              |                          |
| A.0000.2705         | GIFTS AND DONATIONS            | 0.00             | 0.00           | 0.00            | 0.00            | 200.00           | (200.00)       | 100.00               | 100.00             |                          |
| A.0000.3001         | STATE AID PER CAPITA           | 0.00             | 0.00           | 10,000.00       | 10,000.00       | 9,185.00         | 815.00         | 91.85                | 91.85              |                          |
| A.0000.3005         | MORTGAGE TAX                   | 0.00             | 0.00           | 13,000.00       | 13,000.00       | 6,381.77         | 6,618.23       | 49.09                | 49.09              |                          |
| A.0000.3089         | STATE AID BUILDING INSP.       | 0.00             | 0.00           | 0.00            | 0.00            | 1,549.00         | (1,549.00)     | 100.00               | 100.00             |                          |
| A.0000.3501.0100    | STATE AID, CHIPS CAPITAL       | 0.00             | 0.00           | 20,000.00       | 20,000.00       | 0.00             | 20,000.00      | 0.00                 | 0.00               |                          |
| Total Dept 0000     |                                | 0.00             | 0.00           | 1,536,520.00    | 1,536,520.00    | 1,516,657.73     | 19,862.27      | 98.71                | 98.71              |                          |
| Total Fund A        | GENERAL FUND                   | 0.00             | 0.00           | 1,536,520.00    | 1,536,520.00    | 1,516,657.73     | 19,862.27      | 98.71                | 98.71              |                          |
| <b>Fund F</b>       |                                |                  |                |                 |                 |                  |                |                      |                    |                          |
| <b>WATER FUND</b>   |                                |                  |                |                 |                 |                  |                |                      |                    |                          |
| Dept 0000           |                                |                  |                |                 |                 |                  |                |                      |                    |                          |
| F.0000.2140         | METERED WATER SALES            | 0.00             | 0.00           | 215,000.00      | 215,000.00      | 196,133.78       | 18,866.22      | 91.23                | 91.23              |                          |
| F.0000.2148         | INTRST & PENLTY ON WATER RENTS | 127.41           | (127.41)       | 0.00            | 0.00            | 17,647.54        | (17,647.54)    | 100.00               | 100.00             |                          |
| Total Dept 0000     |                                | 127.41           | (127.41)       | 215,000.00      | 215,000.00      | 213,781.32       | 1,218.68       | 99.43                | 99.43              |                          |
| Total Fund F        | WATER FUND                     | 127.41           | (127.41)       | 215,000.00      | 215,000.00      | 213,781.32       | 1,218.68       | 99.43                | 99.43              |                          |
| <b>Fund G</b>       |                                |                  |                |                 |                 |                  |                |                      |                    |                          |
| <b>SEWER FUND</b>   |                                |                  |                |                 |                 |                  |                |                      |                    |                          |
| Dept 0000           |                                |                  |                |                 |                 |                  |                |                      |                    |                          |
| G.0000.1030         | SPECIAL ASSESSMENTS            | 0.00             | 0.00           | 30,000.00       | 30,000.00       | 30,000.00        | 0.00           | 100.00               | 100.00             |                          |
| G.0000.2120         | SEWER RENTS                    | 0.00             | 0.00           | 260,000.00      | 260,000.00      | 211,153.83       | 48,846.17      | 81.21                | 81.21              |                          |
| G.0000.2128         | INTRST & PENLTIES              | 212.57           | (212.57)       | 0.00            | 0.00            | 10,584.91        | (10,584.91)    | 100.00               | 100.00             |                          |
| Total Dept 0000     |                                | 212.57           | (212.57)       | 290,000.00      | 290,000.00      | 251,738.74       | 38,261.26      | 86.81                | 86.81              |                          |
| Total Fund G        | SEWER FUND                     | 212.57           | (212.57)       | 290,000.00      | 290,000.00      | 251,738.74       | 38,261.26      | 86.81                | 86.81              |                          |

Date Prepared: 05/09/2017 09:52 AM  
 Report Date: 05/09/2017

Account Table:  
 Alt. Sort Table:

# 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 | Original Budget | YTD Adjusted Budget | YTD Revenue Receipts | YTD Budget Balance | Percent Received Balance |
|-------------|-------------|------------------------------|----------------------------|-----------------|---------------------|----------------------|--------------------|--------------------------|
| Grand Total |             | 339.98                       | (339.98)                   | 2,041,520.00    | 2,041,520.00        | 1,982,177.79         | 59,342.21          | 97.09                    |

## Expense Control Report Parameters

Report ID: BRD MTG      Overbudget Only: No

Year: 2017      Include Beg. Encumbrance: Yes

Period: 6      To: 5      Apply to Budget Columns: No

Description: Display      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: Yes      Grand Totals on Separate Page: No

Include Req: No

**Account Table:**

All Sort Table:

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

Print Display Description: No

Account Table:

Prepared By: SARA H

Alt. Sort Table:

Fiscal Year: 2017 Period From: 6 To: 5

# VILLAGE OF MILLBROOK

## Expense Control Report

| Fund A    | GENERAL FUND                          | Dept | Curr. Month    |            | Original Budget | YTD Adjusted Budget | YTD Actual Expended | YTD Unexpended Balance | YTD Encumbered | YTD Available Balance | Percent Exp. Balance |
|-----------|---------------------------------------|------|----------------|------------|-----------------|---------------------|---------------------|------------------------|----------------|-----------------------|----------------------|
|           |                                       |      | Total Expended | Budget     |                 |                     |                     |                        |                |                       |                      |
| Dept 1010 | BOARD OF TRUSTEES                     |      | 102.38         | 21,335.00  | 21,335.00       | 11,996.35           | 9,338.65            | 0.00                   | 9,338.65       | 56.23                 |                      |
| Dept 1210 | MAYOR                                 |      | 0.00           | 16,925.00  | 25,925.00       | 21,573.45           | 4,351.55            | 0.00                   | 4,351.55       | 83.21                 |                      |
| 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                       |      | 82.77          | 82,640.00  | 80,640.00       | 72,555.21           | 8,084.79            | 0.00                   | 8,084.79       | 89.97                 |                      |
| Dept 1420 | ATTORNEY                              |      | 3,774.00       | 20,000.00  | 20,000.00       | 22,093.43           | (2,093.43)          | 0.00                   | (2,093.43)     | 110.47                |                      |
| Dept 1440 | ENGINEER                              |      | 0.00           | 14,000.00  | 2,000.00        | 2,000.00            | 0.00                | 0.00                   | 0.00           | 100.00                |                      |
| 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                       |      | 187.31         | 10,000.00  | 10,000.00       | 5,695.95            | 4,304.05            | 0.00                   | 4,304.05       | 56.96                 |                      |
| Dept 1622 | COMMUNITY CENTER                      |      | 595.83         | 42,000.00  | 35,700.00       | 27,356.19           | 8,343.81            | 0.00                   | 8,343.81       | 76.63                 |                      |
| Dept 1640 | CENTRAL GARAGE                        |      | 745.32         | 23,250.00  | 23,250.00       | 20,911.17           | 2,338.83            | 0.00                   | 2,338.83       | 89.94                 |                      |
| Dept 1660 | CENTRAL STOREROOM                     |      | 163.06         | 4,000.00   | 5,800.00        | 5,084.82            | 715.18              | 0.00                   | 715.18         | 87.67                 |                      |
| Dept 1670 | CENTRAL MAILING                       |      | 181.50         | 5,000.00   | 5,000.00        | 2,725.66            | 2,274.34            | 0.00                   | 2,274.34       | 54.51                 |                      |
| Dept 1680 | CENTRAL DATA PROCESSING               |      | 0.00           | 13,000.00  | 21,500.00       | 20,374.62           | 1,125.38            | 0.00                   | 1,125.38       | 94.77                 |                      |
| Dept 1910 | UNALLOCATED INSURANCE                 |      | 0.00           | 30,000.00  | 30,000.00       | 29,315.86           | 684.14              | 0.00                   | 684.14         | 97.72                 |                      |
| Dept 1920 | MUNICIPAL ASSOCIATION DUES            |      | 0.00           | 1,000.00   | 2,000.00        | 1,914.00            | 86.00               | 0.00                   | 86.00          | 95.70                 |                      |
| Dept 1950 | TAXES ON VILLAGE PROPERTY CONTINGENCY |      | 0.00           | 5,100.00   | 5,100.00        | 5,026.05            | 73.95               | 0.00                   | 73.95          | 98.55                 |                      |
| Dept 1990 | POLICE DEPARTMENT                     |      | 0.00           | 9,280.00   | 0.00            | 0.00                | 0.00                | 0.00                   | 0.00           | 0.00                  |                      |
| Dept 3120 | FIRE DEPARTMENT                       |      | 1,042.42       | 109,529.00 | 121,529.00      | 93,771.38           | 27,757.62           | 0.00                   | 27,757.62      | 77.16                 |                      |
| Dept 3410 | BUILDING INSPECTOR                    |      | 6,666.74       | 304,000.00 | 304,000.00      | 126,632.57          | 177,367.43          | 0.00                   | 177,367.43     | 41.66                 |                      |
| Dept 3620 | AMBULANCE                             |      | 0.00           | 18,025.00  | 14,455.00       | 10,408.12           | 4,046.88            | 0.00                   | 4,046.88       | 72.00                 |                      |
| Dept 4540 | STREET MAINTENANCE                    |      | 20,623.94      | 215,000.00 | 215,000.00      | 225,266.62          | (10,266.62)         | 0.00                   | (10,266.62)    | 104.78                |                      |
| Dept 5110 | STREETS, CHIPS                        |      | 11,130.53      | 278,000.00 | 303,100.00      | 415,141.52          | (112,041.52)        | 0.00                   | (112,041.52)   | 136.97                |                      |
| Dept 5112 | SNOW REMOVAL                          |      | 0.00           | 20,000.00  | 20,000.00       | 0.00                | 20,000.00           | 0.00                   | 20,000.00      | 0.00                  |                      |
| Dept 5142 | STREET LIGHTING                       |      | 0.00           | 46,770.00  | 34,520.00       | 34,487.22           | 32.78               | 0.00                   | 32.78          | 99.91                 |                      |
| Dept 5182 | ZONING BOARD OF APPEALS               |      | 2,555.51       | 30,000.00  | 30,000.00       | 30,477.20           | (477.20)            | 0.00                   | (477.20)       | 101.59                |                      |
| Dept 8010 | PLANNING BOARD                        |      | 0.00           | 1,945.00   | 1,945.00        | 32.66               | 1,912.34            | 0.00                   | 1,912.34       | 1.68                  |                      |
| Dept 8020 | REFUSE COLLECTION                     |      | 0.00           | 8,421.00   | 9,021.00        | 6,406.23            | 2,614.77            | 0.00                   | 2,614.77       | 71.01                 |                      |
| Dept 8160 | SHADE TREES                           |      | 136.00         | 2,000.00   | 2,000.00        | 1,511.00            | 489.00              | 0.00                   | 489.00         | 75.55                 |                      |
| Dept 8560 | STATE RETIREMENT                      |      | 0.00           | 5,000.00   | 5,000.00        | 1,039.85            | 3,960.15            | 0.00                   | 3,960.15       | 20.80                 |                      |
| Dept 9010 | POLICE RETIREMENT                     |      | 0.00           | 39,000.00  | 39,000.00       | 38,995.00           | 5.00                | 0.00                   | 5.00           | 99.99                 |                      |
| Dept 9015 | WORKERS COMPENSATION                  |      | 0.00           | 9,300.00   | 9,400.00        | 9,316.00            | 84.00               | 0.00                   | 84.00          | 99.11                 |                      |
| Dept 9040 | DISABILITY INSURANCE                  |      | 0.00           | 10,000.00  | 10,000.00       | 3,362.00            | 6,638.00            | 0.00                   | 6,638.00       | 33.62                 |                      |
| Dept 9055 |                                       |      | 0.00           | 1,000.00   | 900.00          | 696.00              | 204.00              | 0.00                   | 204.00         | 77.33                 |                      |

Account Table:

Prepared By: SARA H

Alt. Sort Table:

Fiscal Year: 2017 Period From: 6 To: 5

# VILLAGE OF MILLBROOK

## Expense Control Report

|                                      | Curr. Month<br>Total<br>Expended | Original<br>Budget  | YTD Adjusted<br>Budget | YTD Actual<br>Expended | YTD<br>Unexpended<br>Balance | YTD<br>Encumbered | YTD<br>Available<br>Balance | Percent<br>Exp.<br>Balance |
|--------------------------------------|----------------------------------|---------------------|------------------------|------------------------|------------------------------|-------------------|-----------------------------|----------------------------|
| <b>Fund A</b>                        |                                  |                     |                        |                        |                              |                   |                             |                            |
| GENERAL FUND                         |                                  |                     |                        |                        |                              |                   |                             |                            |
| Dept 9060 HEALTH INSURANCE           | 773.26                           | 65,000.00           | 65,000.00              | 55,857.77              | 9,142.23                     | 0.00              | 9,142.23                    | 85.94                      |
| Dept 9710 SERIAL BOND                | 0.00                             | 67,000.00           | 66,400.00              | 65,184.00              | 1,216.00                     | 0.00              | 1,216.00                    | 98.17                      |
| Dept 9720 STATUTORY INSTALLMENT BOND | 0.00                             | 0.00                | (12,000.00)            | 0.00                   | (12,000.00)                  | 0.00              | (12,000.00)                 | 0.00                       |
| <b>Total Fund A</b>                  | <b>48,760.57</b>                 | <b>1,536,520.00</b> | <b>1,536,520.00</b>    | <b>1,372,902.90</b>    | <b>163,617.10</b>            | <b>0.00</b>       | <b>163,617.10</b>           | <b>89.35</b>               |
| <b>Fund F</b>                        |                                  |                     |                        |                        |                              |                   |                             |                            |
| WATER FUND                           |                                  |                     |                        |                        |                              |                   |                             |                            |
| 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                | 0.00                             | 0.00                | 0.00                   | 5,148.00               | (5,148.00)                   | 0.00              | (5,148.00)                  | 0.00                       |
| Dept 8310 WATER ADMINISTRATION       | 15,408.04                        | 99,400.00           | 99,400.00              | 75,050.52              | 24,349.48                    | 0.00              | 24,349.48                   | 75.50                      |
| Dept 8320 WATER PUMP STATION         | 746.69                           | 33,400.00           | 33,400.00              | 36,697.15              | (3,297.15)                   | 0.00              | (3,297.15)                  | 109.87                     |
| Dept 8340 WATER TRANSMISSION         | 164.59                           | 47,000.00           | 47,000.00              | 51,252.64              | (4,252.64)                   | 0.00              | (4,252.64)                  | 109.05                     |
| Dept 9720 STATUTORY INSTALLMENT BOND | 0.00                             | 25,200.00           | 25,200.00              | 24,858.00              | 342.00                       | 0.00              | 342.00                      | 98.64                      |
| <b>Total Fund F</b>                  | <b>16,319.32</b>                 | <b>215,000.00</b>   | <b>215,000.00</b>      | <b>193,006.31</b>      | <b>21,993.69</b>             | <b>0.00</b>       | <b>21,993.69</b>            | <b>89.77</b>               |
| <b>Fund G</b>                        |                                  |                     |                        |                        |                              |                   |                             |                            |
| SEWER FUND                           |                                  |                     |                        |                        |                              |                   |                             |                            |
| Dept 8110 SEWER ADMINISTRATION       | 10,194.58                        | 121,500.00          | 121,500.00             | 109,379.26             | 12,120.74                    | 0.00              | 12,120.74                   | 90.02                      |
| Dept 8130 SEWAGE TREATMENT PLANT     | 9,899.99                         | 135,500.00          | 135,500.00             | 95,703.22              | 39,796.78                    | 0.00              | 39,796.78                   | 70.63                      |
| Dept 9710 SERIAL BOND                | 0.00                             | 33,000.00           | 33,000.00              | 32,742.67              | 257.33                       | 0.00              | 257.33                      | 99.22                      |
| <b>Total Fund G</b>                  | <b>20,094.57</b>                 | <b>290,000.00</b>   | <b>290,000.00</b>      | <b>237,825.15</b>      | <b>52,174.85</b>             | <b>0.00</b>       | <b>52,174.85</b>            | <b>82.01</b>               |
| <b>Fund H</b>                        |                                  |                     |                        |                        |                              |                   |                             |                            |
| CAPITAL PROJECTS                     |                                  |                     |                        |                        |                              |                   |                             |                            |
| Dept 8360 WATER CAPITAL IMPROVEMENTS | 0.00                             | 0.00                | 0.00                   | (433,964.86)           | 433,964.86                   | 0.00              | 433,964.86                  | 0.00                       |
| <b>Total Fund H</b>                  | <b>0.00</b>                      | <b>0.00</b>         | <b>0.00</b>            | <b>(433,964.86)</b>    | <b>433,964.86</b>            | <b>0.00</b>       | <b>433,964.86</b>           | <b>0.00</b>                |
| <b>Grand Total</b>                   | <b>85,174.46</b>                 | <b>2,041,520.00</b> | <b>2,041,520.00</b>    | <b>1,369,769.50</b>    | <b>671,750.50</b>            | <b>0.00</b>       | <b>671,750.50</b>           | <b>67.10</b>               |

|                             | Bank Balances as of: |               |               |                     |
|-----------------------------|----------------------|---------------|---------------|---------------------|
|                             | 2/14/2017            | 3/28/2017     | 4/11/2017     | 5/9/2017            |
| Thorne Trust                | \$ 25,667.72         | \$ 25,668.71  | \$ 25,669.80  | \$ 25,670.85        |
| Haight Trust                | \$ 15,621.06         | \$ 15,621.66  | \$ 15,622.33  | \$ 15,622.97        |
| Reserve for Fire Truck      | \$ 7,271.96          | \$ 7,272.24   | \$ 7,272.55   | \$ 7,272.85         |
| Nine Partners Trust         | \$ 25,193.71         | \$ 25,194.68  | \$ 25,195.75  | \$ 25,196.78        |
| Thorne Bldg Tribute Gardens | \$ 231,204.07        | \$ 231,212.94 | \$ 231,222.76 | \$ 231,232.26       |
| Accounts Payable            | \$ 21,026.29         | \$ 14,586.80  | \$ 36,101.23  | \$ 31,127.59        |
| Planning / Zoning Escrow    | \$ 10,609.19         | \$ 9,640.74   | \$ 7,974.79   | \$ 7,974.49         |
| Sewer Improvement           | \$ 0.16              | \$ 0.16       | \$ 0.16       | \$ 0.16             |
| Tax Account                 | \$ 331,903.34        | \$ 225,218.35 | \$ 150,642.51 | \$ 37,787.82        |
| Lamont Christmas Tree Trust | \$ 2,448.97          | \$ 2,449.07   | \$ 2,449.17   | \$ 2,449.27         |
| Payroll Account             | \$ 8,270.06          | \$ 8,056.48   | \$ 8,219.93   | \$ 8,728.26         |
| Sewer Fund                  | \$ 53,344.72         | \$ 79,148.19  | \$ 58,014.82  | \$ 66,969.47        |
| Water Fund                  | \$ 511,717.88        | \$ 516,515.69 | \$ 501,457.13 | \$ 502,694.94       |
| Tree Replacement Program    | \$ 7,630.64          | \$ 7,631.22   | \$ 7,631.87   | \$ 7,632.50         |
| Tribute Gardens Donations   | \$ 10,014.17         | \$ 10,014.94  | \$ 10,015.79  | \$ 10,016.61        |
| General Account             | \$ 86,796.10         | \$ 516,515.69 | \$ 572,315.00 | \$ 591,533.97       |
| Millbrook Restoration       | \$ 174,379.99        | \$ 174,393.37 | \$ 174,408.18 | \$ 174,422.51       |
| Reserve for Highway Equip   | \$ 2,156.33          | \$ 2,156.33   | \$ 2,156.33   | \$ 2,156.33         |
| Millbrook Community Day     | \$ 533.85            | \$ 533.85     | \$ 533.85     | \$ 533.85           |
| Medical Deductible          | \$ 9,796.41          | \$ 8,806.30   | \$ 7,556.23   | \$ 6,154.10         |
| Bedrock Well Account        |                      |               |               | Opened end of April |

**RESOLUTION**

The following resolution was moved by Trustee Hicks and seconded by

Trustee Herzog

**WHEREAS**, the Village of Millbrook desires to undertake the construction of certain sidewalks, ADA compliant ramps, curbs and miscellaneous flatwork (referred to as the “ADA sidewalk project”); and

**WHEREAS**, it shall be necessary to publicly bid such project pursuant to New York General Municipal Law; and

**WHEREAS**, the Village’s engineer on this project, Eric Holt, has prepared contract documents and technical specifications, dated May 2017 (“bid specs”), in connection with the public bidding for such project.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village authorizes that the ADA sidewalk project be let out to bid pursuant to General Municipal Law and in accordance with the bid specs annexed hereto as Exhibit A, or bid spec having substantially the same or similar provisions; and

**BE IT FURTHER RESOLVED**, that the Mayor is authorized to execute any necessary documents in connection with the bid process.

The foregoing resolution was duly put to a vote which resulted as follows:

Mayor Brown

aye

Trustee Rochfort

aye

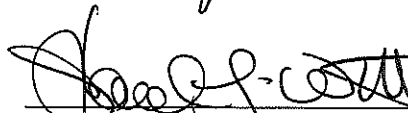
Trustee Herzog

aye

Trustee Hicks

aye

DATED: Millbrook, New York  
May 9, 2017

  
SARAH J. WITT, Village Clerk  
Village of Millbrook