

Village of Millbrook Board of Trustees
Meeting Minutes

August 8, 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 (entered 7:34 PM and exited 9:00 PM), Trustee Van De Water, Officer Witt, PWS Collocola, Attorney Valk, Deputy Clerk Zeko and Clerk Witt.

II. Administrative Business:

Mayor Brown informed the Board that Dutchess County had been contacted on creating the position of Building Department Secretary.

Old Business:

ADA Sidewalk Project: Mayor Brown read from Eric Holt's letter (attached). Mayor Brown then asked for a motion to accept Nicky Diggs' bid for the ADA Sidewalk Project. Trustee Herzog made a motion to accept Nicky Diggs' bid, seconded by Deputy Mayor Rochfort and all were in favor.

Thorne Building Appraisal: Deputy Mayor made a motion to approve up to \$1800.00 for an appraisal at the Thorne Building, seconded by Trustee Van De Water and all were in favor.

New Business:

Lease Agreements: Trustee Van De Water read from the attached resolution. Trustee Van De Water made a motion to accept the lease agreement for Angels of Light's use of the Village Hall, seconded by Trustee Herzog and all were in favor.

Deputy Mayor read from the attached resolution. Deputy Mayor made a motion to accept the lease agreement for the VFW, seconded by Trustee Van De Water and all were in favor.

Penflex- Donna Armistead: Ms. Armistead made a presentation to the Board concerning the LOSAP (Length of Service Award Program) for the active volunteer fire fighters. She informed the Board that the Village has not changed the amount of the annual contribution of \$360.00 per member since 2003. Ms. Armistead explained it is not an automatic contribution from the municipality, the members need to earn at least 50 points in order to qualify for the contribution and there are only 36 "active enough" members that qualify. She had handed out a resolution and a "Proposition for Submission to Electors of the Village of Millbrook" (attached.) Mayor Brown explained that the Board would only be voting to put the Proposition on the November 7th ballot, after that, it would be up to the Village resident voters to approve increasing the LOSAP contribution amount. Mayor Brown asked the Board to review the information provided by Ms. Armistead and tabled the vote until the next meeting.

Trustee Hicks entered the meeting at 7:34 PM

Village App- Nicole Zeko: Deputy Clerk Zeko made a power point presentation for the Board explaining the Village App. Mayor Brown had asked her to put the demo on the Village website. Mayor Brown informed the Board that the Village App will go live and be available for download by Community Day.

BAN/BOND: Attorney Valk informed the Board that there is a BAN for the sewer upgrade that was taken out in 2010. The BAN was originally taken out for \$160,000 and there is \$128,000 plus interest left to pay. She told that Board that since it has gone past the allotted five-year term, it needs to be paid off or converted to a long-term BOND. Mayor Brown proposed paying it off out of the fund balance. Deputy Mayor Rochfort made a motion to pay off the sewer BAN from 2010 in the amount of \$128,000 plus interest out of the fund balance, seconded by Trustee Hicks and all were in favor.

III. **Departmental Reports:**

Fire Department/ Rescue Squad- No reports were submitted.

Police Department- Officer Witt read from the attached police report.

Additional comments: Officer Witt informed the Board that Officer Del Guidice, to date, has worked 22 hours of the 160 hours needed towards the completion his academy training.

Public Works- PWS Collocola read from the attached highway report.

Additional comments: PWS Collocola told the Board they will be sealing Church Street and Alden Place on August 17th with a rain date of August 18th. The roads will not need to be completely shut down, but there will be no parking on the roads during the sealing.

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

Additional comments: Mr. Osborne is waiting on a third quote for the fence at the Sewer Treatment Plant. Mayor Brown requested the quotes be in before the next meeting for the Board to vote on.

Treasurer- Clerk Witt read from the attached reports.

Additional comments: Clerk Witt asked the Board if they could approve the minutes from July 11th and July 25th. Trustee Herzog made a motion accept the minutes from July 11th and July 25th seconded by Trustee Hicks, all were in favor, however, Trustee Van De Water abstained from the July 25th minutes approval vote, as he was not present for that meeting.

IV. **Trustee Updates:**

Deputy Mayor Rochfort: Thorne Building Committee is planning a public hearing for the Thorne Building on October 10th at 7 PM at the Firehouse. Deputy Mayor Rochfort said he was waiting for the conformation from the fire department.

Trustee Hicks exited the meeting at 9:00 PM

Trustee Van De Water: Mayor Brown asked Trustee Van De Water to take the lead on all the Inter-Municipal Agreements (IMA). Trustee Van De Water stated he was looking into examples of IMAs and has a contact in Rhinebeck that will be sending him over an IMA that could be helpful when setting up the IMA with the Town of Washington for the use of the Village Hall. He also wanted to remind everyone that Community Day is September 9th and hopes to see everyone there.

Trustee Herzog: Told the Board he has completed the updates to the Hazard Mitigation Plan and would like the Board to sign the provided Resolution. The Board will review the resolution and will sign at the next meeting.

The Board had a time of public participation. No actions were taken during that time.

V. **Adjournment:** Deputy Mayor Rochfort made a motion to adjourn the meeting at 9:17 PM seconded by Trustee Herzog and all were in favor.

Respectfully Submitted by:



Sarah J. Witt Village Clerk/Treasurer

Village of Millbrook
Village Hall – Board of Trustees
August 8, 2017 6:30pm
Draft Agenda

- 1. Open meeting – Pledge of Allegiance**
- 2. Administrative Business :**
 - a. Building Department Secretary position
- 3. Old Business :**
 - a. Dam project – Topographic Survey is complete – Analysis and mapping is in progress
 - b. ADA – bid acceptance
 - c. Electrical service progress – water treatment plant
 - d. Thorne Building appraisal funding
- 4. New Business :**
 - a. Lease agreements ready to sign for Angel of Lights and VFW - resolutions
 - b. Penflex Presentation - LOSAP
 - c. Nicole Zeko – Presentation on Village smart phone ap
 - d. BAN/BOND situation
- 5. Department Reports : (first meeting of month only)**
 - a. FD/Rescue – Matthew Rochfort, Ted Bownas and Laurie Olsen
 - b. Police – OIC Jared Witt
 - c. Highway – Bob Collocola
 - d. Water/Sewer – Scott Osborne
 - e. Planning Board – Stan Morse
 - f. Treasurer – Sarah Witt
- 6. Board Member Updates :**
 - a. Deputy Mayor - Joe Rochfort
 - b. Trustee Brian Hicks
 - c. Trustee Mike Herzog
- 7. Public Comment :** (number of speakers will determine amount of time given to each speaker)
- 8. Executive Session (if needed)**
- 9. Adjournment**
- 10. Auditing of Bills**

RB – 8/4/17

ERIC M. HOLT, P.E.

August 1, 2017

Mayor Rod Brown
Village of Millbrook
Village Hall
35 Merritt Avenue
Millbrook, NY 12545

RE: ADA Sidewalk Project

Dear Mayor Brown,

I have reviewed the list of bidders for the above project and have contacted three independent referrals for the recommended low bidder, Nicky Diggs

I requested input from Mike Peratikos, Dutchess County Planning and from Nicky Diggs for an independent referral list which was forwarded to me last week. The following information was provided:

- Mike Peratikos
 - "In response to your inquiry regarding your low bidder; Nikki Diggs completed a CDBG project at Haight Street for the V/Pawling last year. It consisted of sidewalk and curb replacement, including curb cut outs, tactile warning strips and pavement markings. They met all County requirements for quality of work and payroll compliance.

The engineer representing the Village is Curt Johnson with Zarecki and Assoc. of Pawling. Phone – 845.855.3771"
- Curt Johnson Zarecki and Assoc.
 - Mr. Johnson coordinated the project for the Village of Pawling and provided a positive recommendation for Nicky Diggs. Curt indicated that all work was done in a professional manner, in accordance with plans and was open to suggestions as the project progressed. Overall, satisfied with the work.
- Michael Sassi, NYS DOT, S. Dutchess/Putnam 845/878-6361
 - Mr. Sassi is the counterpart of Chuck Walter at NYSDOT for lower Dutchess County. Michael spoke highly of Nicky Diggs and found them to follow the plans and specifications, cooperative with DOT and the inspectors and performed a quality job.

23 SWEETBRIER DRIVE
BALLSTON LAKE, NY 12019

PHONE: 518-421-0100
ERICMHOLT@GMAIL.COM

ERIC M. HOLT, P.E.

I am forwarding copies of two letters to be completed on village letterhead and forwarded to NYSDOT:

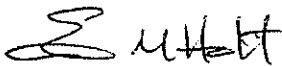
- *Bid Opening, Verification and Sponsor Recommendation Sheet* which you will complete after acceptance of the low bidder by the board.
- The second letter for transmittal to NYSDOT verifies that the project was properly advertised, notification of the low bidder, copy of low bidder bid bond and submission of the low bidder proposal.

I have marked up the letters for typing.

Based on my review of the bid list and follow-up with selected references from agencies familiar with the work performed on projects similar to the village of Millbrook ADA Sidewalk Reconstruction, I recommend to the Village Board acceptance of Nicky Diggs, 5 Dogwood Lane, Katonah, NY 10536 (914-232-1878). Contact: heather@nickeydiggs.com

Please contact me at if additional information is needed.

Yours truly,



Eric M. Holt, P.E.

23 SWEETBRIER DRIVE
BALLSTON LAKE, NY 12019

PHONE: 518-421-0100
ERICMHOLT@GMAIL.COM

RESOLUTION

2017-006

Trustee Van DeWater introduced the following resolution, which was seconded by Trustee Herzog, reading as follows:

WHEREAS, the Board of Trustees wishes to enter into a lease agreement for use of space at Village Hall with Angels of Light Inc. upon the terms and conditions annexed hereto as **Exhibit A**; and

NOW, IT IS HEREBY RESOLVED that the Village Board of Trustees hereby authorizes the Mayor or Deputy Mayor to execute the proposed Lease annexed hereto as **Exhibit A** or any other agreement having substantially the same or similar provisions.

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

Mayor Brown	<u>✓</u>
Trustee Rochfort	<u>✓</u>
Trustee Herzog	<u>✓</u>
Trustee Hicks	<u>ABSENT</u>
Trustee VanDeWater	<u>✓</u>

DATED: Millbrook, New York
July 25, 2017s

Sarah J. Witt
SARAH J. WITT, Village Clerk
Village of Millbrook

2017-005

RESOLUTION

Deputy Mayor Rochfort introduced the following resolution, which was seconded by
Trustee Van De Water, reading as follows:

WHEREAS, the Board of Trustees wishes to enter into a lease agreement for use of space
at Village Hall with Millbrook VFW – Post 9008 upon the terms and conditions annexed hereto
as **Exhibit A**; and

NOW, IT IS HEREBY RESOLVED that the Village Board of Trustees hereby authorizes
the Mayor or Deputy Mayor to execute the proposed Lease annexed hereto as **Exhibit A** or any
other agreement having substantially the same or similar provisions.

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

Mayor Brown
Trustee Rochfort
Trustee Herzog
Trustee Hicks
Trustee VanDeWater

Aye
Aye
Aye
Absent
Aye

DATED: Millbrook, New York
July 25, 2017s


SARAH J. WITT, Village Clerk
Village of Millbrook

Village of Millbrook
Resolution of the Board of Trustees

*In the matter of amending the Service
Award Program for active volunteer firefighters
of the Millbrook Fire Department*

WHEREAS; residents of the Village of Millbrook approved a proposition on December 16, 2002 to establish a Defined Contribution Service Award Program, effective January 1, 2003, for active volunteer firefighters of the Millbrook Fire Department/Millbrook Engine & Hook & Ladder Company No. 1, in accordance with Article 11-A of the New York State General Municipal Law; and,

WHEREAS; such Service Award Program is administered by the Village of Millbrook provides that an active volunteer firefighter earns a \$360 Service Award contribution and a year of service credit for each calendar year, beginning on or after January 1, 2003, during which the volunteer firefighter earns 50 or more points under the Service Award Program Point System; and,

WHEREAS; active volunteer firefighters shall earn points under the Point System, as defined in General Municipal Law §217(c), for attending approved training courses, attending drills, responding to alarms, holding an elected or appointed position, attending meetings, and other miscellaneous firematic-related activities; and,

WHEREAS; a participating volunteer firefighter's account is the sum of the Service Award contributions earned by the participant, plus investment income earned or allocated to the participant's account, less any investment related expenses and other administrative expenses associated with the participant's account; and,

WHEREAS; a participant shall become fully vested in his or her account after earning at least five (5) years of service credit, attaining age 55, being awarded a total and permanent disability, or dying while an active volunteer firefighter; and,

WHEREAS; a participant shall be entitled to receive his or her account balance calculated as of the December 31st immediately following attainment of age 55; and,

WHEREAS; Article 11-A currently allows annual Service Award contributions to be as much as \$700; and,

WHEREAS; Article 11-A authorizes the Board of Trustees of the Village of Millbrook to seek voter approval of amendments to the Service Award Program that may improve Service Award Program benefits and thereby help the Millbrook Fire Department recruit and retain active volunteer firefighters;

Now, Therefore, BE IT RESOLVED, That:

The Board of Trustees of the Village of Millbrook, as authorized by Article 11-A of the New York State General Municipal Law §216, directs that there shall be a public referendum of eligible voters of the Village of Millbrook, in an election to be held on Tuesday, _____, to determine whether the Millbrook Fire Department Service Award Program shall be amended effective January 1, 2018 to increase the annual Service Award contribution from \$360 to \$700, for each calendar year beginning after December 31, 2017 during which an active volunteer firefighter earns a year of service credit under the Point System.

Based on the current active volunteer firefighter roster, the cost of funding the current Program could be as much as \$13,000, if all firefighters earn a year of service credit under the Point System. Should voters approve this amendment, the annual cost could be \$25,200 or \$700 for each participating firefighter. The annual cost of administration of the amended program is expected to be about \$3,100.

All other provisions of the Millbrook Fire Department Service Award Program which required voter approval shall not change and the program shall continue to be administered by the Village of Millbrook in accordance with Article 11-A of the New York State General Municipal Law as such law is amended from time to time.

Trustee _____ moved,

Trustee _____ seconded, and the Board of Trustees voted as follows:

	YES	NO
Trustee _____	_____	_____
Trustee _____	_____	_____
Trustee _____	_____	_____
Trustee _____	_____	_____
Trustee _____	_____	_____

PROPOSITION

FOR SUBMISSION TO ELECTORS OF THE
VILLAGE OF MILLBROOK

AMENDMENT TO THE
MILLBROOK FIRE DEPARTMENT SERVICE AWARD PROGRAM
FOR ACTIVE VOLUNTEER FIREFIGHTER MEMBERS
OF THE MILLBROOK ENGINE, HOOK & LADDER, CO., #1

THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF MILLBROOK ADOPTED A RESOLUTION ON _____ AUTHORIZING, PURSUANT TO ARTICLE 11-A OF THE GENERAL MUNICIPAL LAW OF THE STATE OF NEW YORK, A PUBLIC REFERENDUM OF ELIGIBLE VOTERS OF THE VILLAGE OF MILLBROOK.

THE RESOLUTION SEEKS APPROVAL OF AN AMENDMENT TO THE DEFINED CONTRIBUTION SERVICE AWARD PROGRAM, WHICH WAS ESTABLISHED EFFECTIVE JANUARY 1, 2003 AND IS ADMINISTERED BY THE VILLAGE OF MILLBROOK FOR ACTIVE VOLUNTEER FIREFIGHTER MEMBERS OF THE MILLBROOK ENGINE, HOOK & LADDER, CO., #1.

THE AMENDMENT WOULD BE EFFECTIVE JANUARY 1, 2018 AND IF APPROVED, WOULD INCREASE THE SERVICE AWARD CONTRIBUTION THAT SHALL BE CREDITED TO THE SERVICE AWARD PROGRAM ACCOUNT OF A PARTICIPATING VOLUNTEER, FROM \$360 TO \$700, FOR EACH CALENDAR YEAR BEGINNING AFTER DECEMBER 31, 2017 DURING WHICH SUCH VOLUNTEER EARNS A YEAR OF SERVICE CREDIT UNDER THE PROGRAM POINT SYSTEM;

BASED ON THE CURRENT ACTIVE VOLUNTEER FIREFIGHTER ROSTER, THE COST OF THE CURRENT PROGRAM COULD BE AS MUCH AS \$13,000, IF ALL FIREFIGHTERS EARN A YEAR OF SERVICE CREDIT UNDER THE POINT SYSTEM. IF APPROVED, THE ANNUAL COST OF THE AMENDED PROGRAM COULD BE \$25,200 OR \$700 FOR EACH PARTICIPATING FIREFIGHTER. THE ANNUAL COST OF ADMINISTRATION OF THE AMENDED PROGRAM IS EXPECTED TO BE ABOUT \$3,100.

THEREFORE, SHALL THE STATED RESOLUTION TO AMEND THE MILLBROOK FIRE DEPARTMENT SERVICE AWARD PROGRAM BE APPROVED?

YES

NO

V.M.P.D. Monthly Report July 2017

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

Arrest- 1

Traffic Tickets- 13

Parking Tickets- 5

Assist Other Agencies- 5

Assist Fire Department- 3

Assist EMS- Village- 3

Town of Washington- 3

Assist Citizens- 6

Criminal Mischief- 1

Public Intoxication- 1

Disorderly Conduct- 1

Neighbor Dispute- 1

Domestic Incident- 1 - used CIT training

Burglar Alarms- 4

Stolen Property- 1

Found Property- 1

Larceny- 1

Road Closure-1

DATE	EMPLOYEE	DAILY WORK ASSIGNMENT PUBLIC WORKS DEPT. JOB DESCRIPTION	# HOURS	COMPLETED YES/NO
		1 Paved and shingled Alder and church To Ready For Oil and stone		
		2 weed killed curbs.		
		3 Roadside moved Dineen, church of Partners, Bennett commons Hurts village.		
		4 removed Park Bench From village Green For Tribute gardens		
		5 moved sprinkler pipes from Hall of Thorne Building.		
		6 spot paved front st, north Ave.		
		7 worked on dam site shutting down dam and pumping with firetruck to bring water down for inspection		
		8 worked with VRI 16 hrs on multi valve replacement on maple and High		
		9 Replaced maple Ave Fence		
		10 trimmed trees throughout Village		

Village of Millbrook
Wastewater Treatment Plant Operations Report
August 2017

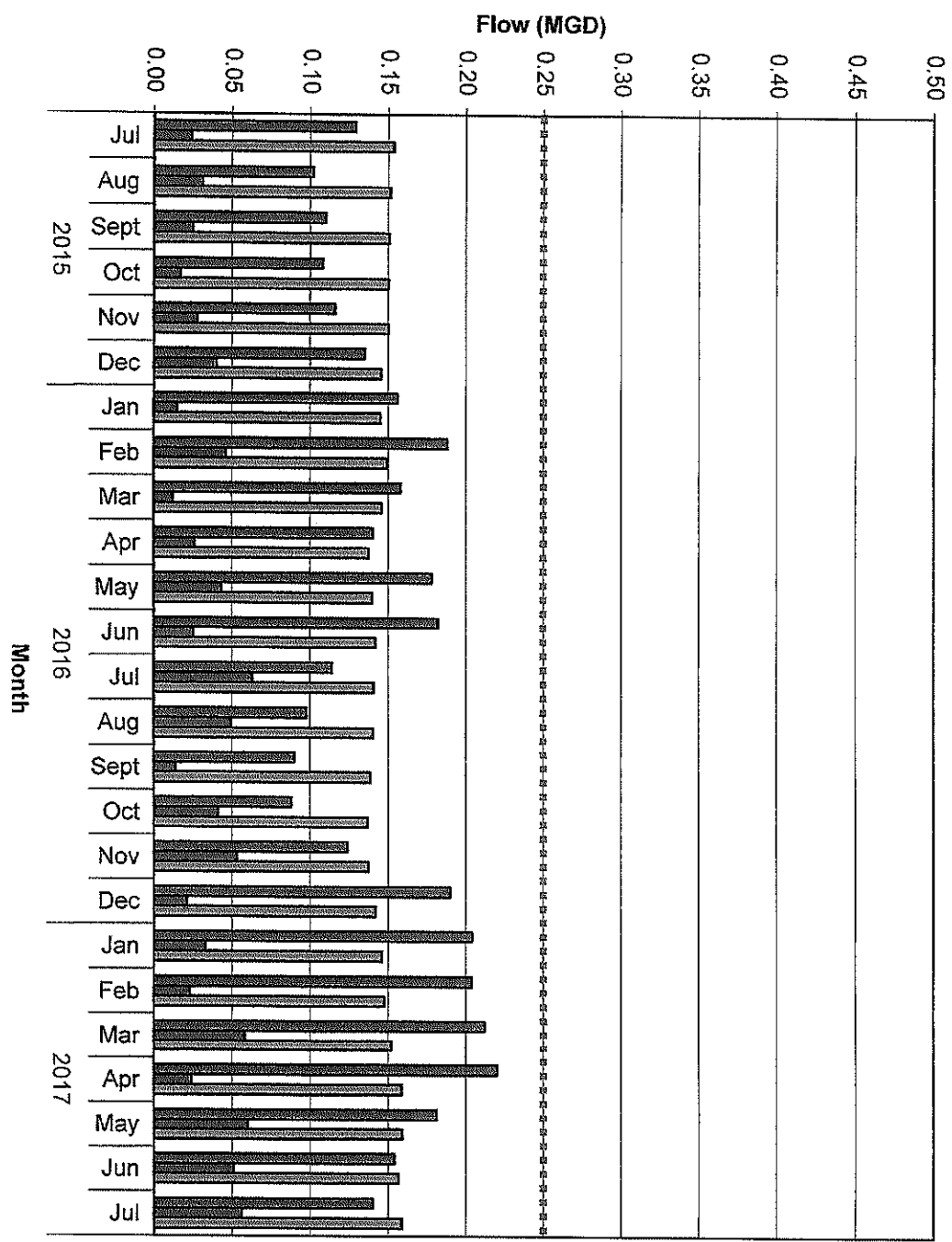
	July	June	May	Permit Limit
Total Effluent Flow	4,343,131	4,607,461	5,612,877	N/A
Average Daily Flow	140,100	154,000	181,000	N/A
12-Month Rolling AVG	159,000	157,000	159,000	250,000
Peak Daily Flow	179,181	206,658	305,990	N/A
Precipitation (inches as liquid)	5.60	5.1	6	N/A
SPDES Permit Samples: (mg/l)				
BOD	4 mg/l	4 mg/l	4 mg/l	15 mg/l
Percent Removal	99.0 %	99 %	99 %	85 %
Total Suspended Solids	1 mg/l	2 mg/l	1 mg/l	15 mg/l
Percent Removal	100.0 %	99 %	99 %	85 %
TKN as N	mg/l	1.1 mg/l	1.5 mg/l	8 mg/l
Fecal Coliform	2 / 100ml	2 / 100ml	2 / 100ml	200 /100ml

* Exceeds permit limit

Comments:

- 1) Performed all monthly sampling and maintenance
 - 2) EarthCare hauled sludge
 - 3) Pine Plains Tractor fixed tractor
 - 4) Aeration blower #2 not working. Atlas Copco came to diagnose issue and found air end needs rebuild or replacement.
- COST - \$13,320

Millbrook WWTP



■ Monthly Average Flow
 ■ Precipitation
 ■ 12 Month rolling average flow

Village of Millbrook
 Monthly Water System Report
August 2017

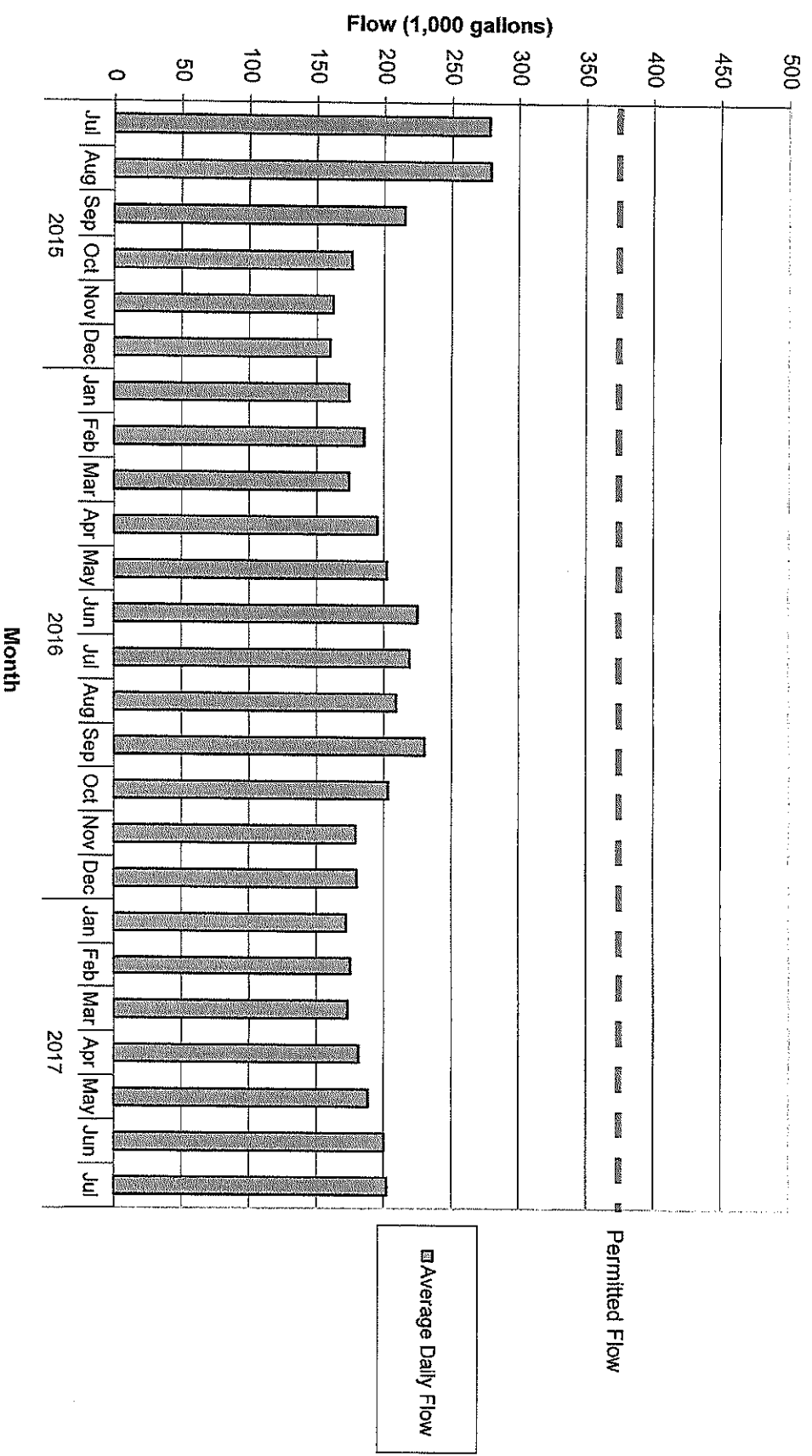
	July	June	May
Total Water Produced	6,260,000	5,990,000	5,815,000
Average Daily Flow	202,000	200,000	188,000
Peak Day Flow	285,000	290,000	305,000
Sampling Results:			
Total Coliform	Absent	Absent	Absent

* Results not in compliance

Comments:

- 1) Monthly sampling and maintenance
- 2) Replaced 3 valves on Haight Ave
- 3) Generator installation in progress
- 4) Line locate for 3 Cullen Ln
- 5) Hydrant replacement

Millbrook Water



August 8, 2017 Voucher Totals

Vouchers 16667-16702

A - GENERAL FUND	37,908.78
F - WATER FUND	1,655.41
G - SEWER FUND	7,894.90
H - CAPITAL PROJECTS	4,785.00
T - TRUST FUND	280.00
TA - TRUST & AGENCY FUND	408.50
	<hr/>
	52,932.59

Expense Control Report Parameters

Report ID:	18 REPORT	Overbudget Only:	No
Year:	2018	Include Beg. Encumbrance:	Yes
Period:	6	To:	5
Description:	Display	Apply % to Original Budget:	No
Spacing:	Single	Print Parent Account:	No
Acct Status:	Active	Use All 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

VILLAGE OF MILLBROOK

Expense Control Report

Account Table: Alt. Sort Table: Fiscal Year: 2018 Period From: 6 To: 5 Prepared By: SARA H

Fund A	Dept	GENERAL FUND	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
Dept 1010		BOARD OF TRUSTEES	0.00	24,150.00	24,150.00	3,170.83	20,979.17	0.00	20,979.17	13.13
Dept 1210		MAYOR	0.00	16,080.00	16,080.00	2,879.50	13,200.50	0.00	13,200.50	17.91
Dept 1320		AUDITOR	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00
Dept 1325		CLERK/TREASURER	0.00	88,145.00	88,145.00	12,128.42	76,016.58	0.00	76,016.58	13.76
Dept 1420		ATTORNEY	0.00	20,000.00	20,000.00	1,776.00	18,224.00	0.00	18,224.00	8.88
Dept 1440		ENGINEER	0.00	5,000.00	5,000.00	6,700.00	(1,700.00)	0.00	(1,700.00)	134.00
Dept 1460		RECORDS MANAGEMENT	0.00	1,500.00	1,500.00	0.00	1,500.00	0.00	1,500.00	0.00
Dept 1621		THORNE BUILDING	0.00	5,000.00	5,000.00	208.78	4,791.22	0.00	4,791.22	4.18
Dept 1622		COMMUNITY CENTER	0.00	35,500.00	35,500.00	2,561.65	32,938.35	0.00	32,938.35	7.22
Dept 1640		CENTRAL GARAGE	0.00	43,500.00	43,500.00	10,575.57	32,924.43	0.00	32,924.43	24.31
Dept 1660		CENTRAL STOREROOM	0.00	4,000.00	4,000.00	651.38	3,348.62	0.00	3,348.62	16.28
Dept 1670		CENTRAL MAILING	0.00	3,500.00	3,500.00	181.50	3,318.50	0.00	3,318.50	5.19
Dept 1680		CENTRAL DATA PROCESSING	0.00	6,000.00	6,000.00	623.96	5,376.04	0.00	5,376.04	10.40
Dept 1910		UNALLOCATED INSURANCE	0.00	30,000.00	30,000.00	0.00	30,000.00	0.00	30,000.00	0.00
Dept 1920		MUNICIPAL ASSOCIATION DUES	0.00	1,000.00	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00
Dept 1950		TAXES ON VILLAGE PROPERTY	0.00	5,100.00	5,100.00	1,545.29	3,554.71	0.00	3,554.71	30.30
Dept 1990		CONTINGENCY	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00
Dept 3120		POLICE DEPARTMENT	0.00	121,250.00	121,250.00	17,830.38	103,419.62	0.00	103,419.62	14.71
Dept 3410		FIRE DEPARTMENT	0.00	282,000.00	282,000.00	39,485.90	242,514.10	0.00	242,514.10	14.00
Dept 3620		BUILDING INSPECTOR	0.00	14,080.00	14,080.00	2,259.39	11,820.61	0.00	11,820.61	16.05
Dept 4540		AMBULANCE	0.00	245,000.00	245,000.00	53,872.88	191,127.12	0.00	191,127.12	21.99
Dept 5110		STREET MAINTENANCE	0.00	302,100.00	302,100.00	48,529.22	253,570.78	0.00	253,570.78	16.06
Dept 5112		SIDEWALK	0.00	30,000.00	30,000.00	6,122.96	23,877.04	0.00	23,877.04	20.41
Dept 5142		SNOW REMOVAL	0.00	40,800.00	40,800.00	0.00	40,800.00	0.00	40,800.00	0.00
Dept 5182		STREET LIGHTING	0.00	30,000.00	30,000.00	4,669.98	25,330.02	0.00	25,330.02	15.57
Dept 8010		ZONING BOARD OF APPEALS	0.00	1,870.00	1,870.00	0.00	1,870.00	0.00	1,870.00	0.00
Dept 8020		PLANNING BOARD	0.00	8,180.00	8,180.00	747.40	7,432.60	0.00	7,432.60	9.14
Dept 8160		REFUSE COLLECTION	0.00	1,800.00	1,800.00	276.08	1,523.92	0.00	1,523.92	15.34
Dept 8560		SHADE TREES	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00
Dept 9010		STATE RETIREMENT	0.00	39,000.00	39,000.00	0.00	39,000.00	0.00	39,000.00	0.00
Dept 9015		POLICE RETIREMENT	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00
Dept 9040		WORKERS COMPENSATION	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00	10,000.00	0.00
Dept 9055		DISABILITY INSURANCE	0.00	1,000.00	1,000.00	698.40	301.60	0.00	301.60	69.84

VILLAGE OF MILLBROOK

Expense Control Report

Account Table: All: Sort Table: Fiscal Year: 2018 Period From: 6 To: 5 Prepared By: SARA H

		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	GENERAL FUND								
Dept 9060	HEALTH INSURANCE	0.00	80,000.00	80,000.00	13,416.70	66,583.30	0.00	66,583.30	16.77
Dept 9710	SERIAL BOND	0.00	83,000.00	83,000.00	0.00	83,000.00	0.00	83,000.00	0.00
Dept 9720	STATUTORY INSTALLMENT BOND	0.00	13,380.00	13,380.00	0.00	13,380.00	0.00	13,380.00	0.00
Total Fund A	GENERAL FUND	0.00	1,614,935.00	1,614,935.00	230,912.17	1,384,022.83	0.00	1,384,022.83	14.30
Fund F	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 8310	WATER ADMINISTRATION	0.00	104,400.00	104,400.00	11,262.08	93,137.92	0.00	93,137.92	10.79
Dept 8320	WATER PUMP STATION	0.00	24,000.00	24,000.00	3,055.37	20,944.63	0.00	20,944.63	12.73
Dept 8340	WATER TRANSMISSION	0.00	48,000.00	48,000.00	21,802.54	26,197.46	0.00	26,197.46	45.42
Dept 9720	STATUTORY INSTALLMENT BOND	0.00	25,200.00	25,200.00	0.00	25,200.00	0.00	25,200.00	0.00
Dept 9733	BAN-WATER TOWER	0.00	62,500.00	62,500.00	0.00	62,500.00	0.00	62,500.00	0.00
Total Fund F	WATER FUND	0.00	274,100.00	274,100.00	36,119.99	237,980.01	0.00	237,980.01	13.18
Fund G	SEWER FUND								
Dept 8110	SEWER ADMINISTRATION	0.00	120,000.00	120,000.00	20,389.16	99,610.84	0.00	99,610.84	16.99
Dept 8130	SEWAGE TREATMENT PLANT	0.00	158,000.00	158,000.00	17,157.60	140,842.40	0.00	140,842.40	10.86
Dept 9710	SERIAL BOND	0.00	33,000.00	33,000.00	0.00	33,000.00	0.00	33,000.00	0.00
Total Fund G	SEWER FUND	0.00	311,000.00	311,000.00	37,546.76	273,453.24	0.00	273,453.24	12.07
Fund H	CAPITAL PROJECTS								
Dept 8360	WATER CAPITAL IMPROVEMENTS	0.00	0.00	0.00	41,362.50	(41,362.50)	0.00	(41,362.50)	0.00
Total Fund H	CAPITAL PROJECTS	0.00	0.00	0.00	41,362.50	(41,362.50)	0.00	(41,362.50)	0.00
Fund T	TRUST FUND								
Dept 8989	HOME & COMM. REHAB. TRUST FUND	0.00	0.00	0.00	280.00	(280.00)	0.00	(280.00)	0.00
Total Fund T	TRUST FUND	0.00	0.00	0.00	280.00	(280.00)	0.00	(280.00)	0.00
Grand Total		0.00	2,200,035.00	2,200,035.00	346,221.42	1,853,813.58	0.00	1,853,813.58	15.74

Revenue Control Report Parameters

Report ID:	18 REPORT		
Year:	2018		
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	Grand Totals on Separate Page:	No
Suppress Zero Accts:	All		
Summary Only:	No	Use All Fund:	No
Account Table:			
Alt. Sort Table:			

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

VILLAGE OF MILLBROOK

Account Table:
 Alt. Sort Table:

Revenue Control Report

Fiscal Year: 2018 Period From: 6 To: 5

Prepared By: SARAH

Account No.	Description	Curr. Month		Original Budget	Adjusted Budget	YTD		Percent Received
		Revenue	Balance			Revenue	Balance	
Fund A	GENERAL FUND							
Dept 0000								
A.0000.1001	REAL PROPERTY TAXES	0.00	0.00	920,000.00	920,000.00	0.00	920,000.00	0.00
A.0000.1090	INTEREST & PENALTIES	0.00	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00
A.0000.1120	COUNTY SALES TAX	0.00	0.00	38,000.00	38,000.00	0.00	38,000.00	0.00
A.0000.1130	UTILITIES TAX	0.00	0.00	20,000.00	20,000.00	116.03	19,883.97	0.58
A.0000.1170	FRANCHISE FEES	0.00	0.00	70,000.00	70,000.00	0.00	70,000.00	0.00
A.0000.1603	VITAL STATISTICS FEES	0.00	0.00	0.00	0.00	(30.00)	30.00	100.00
A.0000.2110	ZONING FEES	0.00	0.00	500.00	500.00	0.00	500.00	0.00
A.0000.2115	PLANNING BOARD FEES	0.00	0.00	1,500.00	1,500.00	50.00	1,450.00	3.33
A.0000.2262	FIRE CONTRACT	0.00	0.00	425,580.00	425,580.00	0.00	425,580.00	0.00
A.0000.2401	INTEREST EARNED, GENERAL FUND	0.00	0.00	200.00	200.00	0.00	200.00	0.00
A.0000.2412	RENTAL VIL. HALL OTH GOVTS.	0.00	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00
A.0000.2413	THORNE TRUST INCOME	0.00	0.00	14,000.00	14,000.00	0.00	14,000.00	0.00
A.0000.2414	RENTAL OF WATER TOWER	0.00	0.00	48,000.00	48,000.00	3,905.75	44,094.25	8.14
A.0000.2590	BUILDING PERMITS	0.00	0.00	5,000.00	5,000.00	1,745.00	3,255.00	34.90
A.0000.2610	FINES & FORECLOSURES	0.00	0.00	500.00	500.00	500.00	0.00	100.00
A.0000.2770	MISCELLANEOUS REVENUES	0.00	0.00	0.00	0.00	150.00	(150.00)	100.00
A.0000.3001	STATE AID PER CAPITA	0.00	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00
A.0000.3005	MORTGAGE TAX	0.00	0.00	6,500.00	6,500.00	0.00	6,500.00	0.00
A.0000.3501	STATE AID, CHIPS CAPITAL	0.00	0.00	20,000.00	20,000.00	0.00	20,000.00	0.00
Total Dept 0000		0.00	0.00	1,599,780.00	1,599,780.00	6,436.78	1,593,343.22	0.40
Total Fund A	GENERAL FUND	0.00	0.00	1,599,780.00	1,599,780.00	6,436.78	1,593,343.22	0.40
Fund F	WATER FUND							
Dept 0000								
F.0000.2140	METERED WATER SALES	0.00	0.00	272,255.00	272,255.00	0.00	272,255.00	0.00
F.0000.2148	INTRST & PENLTY ON WATER RENTS	0.00	0.00	17,000.00	17,000.00	797.34	16,202.66	4.69
Total Dept 0000		0.00	0.00	289,255.00	289,255.00	797.34	288,457.66	0.28
Total Fund F	WATER FUND	0.00	0.00	289,255.00	289,255.00	797.34	288,457.66	0.28
Fund G	SEWER FUND							
Dept 0000								
G.0000.1030	SPECIAL ASSESSMENTS	0.00	0.00	30,000.00	30,000.00	0.00	30,000.00	0.00
G.0000.2120	SEWER RENTS	0.00	0.00	266,000.00	266,000.00	0.00	266,000.00	0.00
G.0000.2122	SEWER CHARGES	0.00	0.00	15,000.00	15,000.00	0.00	15,000.00	0.00
G.0000.2128	INTRST & PENLTIES	0.00	0.00	0.00	0.00	783.64	(783.64)	100.00
Total Dept 0000		0.00	0.00	311,000.00	311,000.00	783.64	310,216.36	0.25
Total Fund G	SEWER FUND	0.00	0.00	311,000.00	311,000.00	783.64	310,216.36	0.25

VILLAGE OF MILLBROOK

Revenue Control Report

Fiscal Year: 2018 Period From: 6 To: 5

Account No.	Description	Curr. Month		Original Budget	YTD Adjusted Budget	YTD		Percent Received Balance
		Revenue Receipts	Budget Balance			Revenue Receipts	Budget Balance	
Grand Total		0.00	0.00	2,200,035.00	2,200,035.00	8,017.76	2,192,017.24	0.36

Village of Millbrook
COLLECTOR'S DETAIL REPORT
Sorted by SWIS Code/ Property#
All SWIS Codes

SWIS	Property Number	CD	Owner	Location	Assessment	Tax Amount	Late Fee Added	Tax and Late Fee	County Fee Added	Tax, Fee, and County Fee
135801	6764-01-310797-0000		Villar Maria Mercedes	11 Bennett Common	149,000	663.17	39.79	702.96	0.00	702.96
135801	6764-01-337822-0000		Perry Susan Reed	61 Bennett Common	143,100	636.90	38.21	675.11	0.00	675.11
135801	6764-07-553999-0000		Gray Jane H	30 Alden Ter	127,400	567.03	34.02	601.05	0.00	601.05
135801	6765-00-404532-0000		Gross Beth	4-6 Old Orchard Ln	410,000	2,607.14	156.43	2,763.57	0.00	2,763.57
135801	6765-00-463534-0000		Helicon Realty LP	46 Valley Farm Rd	256,900	828.00	49.68	877.68	0.00	877.68
135801	6765-00-465569-0000		Helicon Realty LP	56-64 Valley Farm Rd	691,600	2,877.24	172.63	3,049.87	0.00	3,049.87
135801	6765-00-465580-0000		Helicon Realty LP	Valley Farm Rd	73,700	17.54	1.05	18.59	0.00	18.59
135801	6765-04-710216-0000		Acworth Eleanor	179 Nine Partners Ln	335,500	1,448.56	86.91	1,535.47	0.00	1,535.47
135801	6765-04-786115-0000		Schwartz Lisa G	Nine Partners Ln	208,900	901.95	54.12	956.07	0.00	956.07
135801	6765-14-355334-0000		Kaan Dianne C	23 Barnhis Way	334,500	1,444.25	86.66	1,530.91	0.00	1,530.91
135801	6765-14-376251-0000		Ferris Place LLC	8 Dineen Rd	175,000	778.88	46.73	825.61	0.00	825.61
135801	6765-14-422346-0000		62 Harts Village LLC	62 Harts Village Rd	53,000	235.89	14.15	250.04	0.00	250.04
135801	6765-14-429464-0000		Helicon Realty LP	24 Valley Farm Rd	248,900	1,107.80	66.47	1,174.27	0.00	1,174.27
135801	6765-18-423037-0000		Shaw Eileen	Washington St Rear	23,000	102.37	6.14	108.51	0.00	108.51
135801	6765-18-425089-0000		3278 Franklin LLC	3278 Franklin Ave	752,600	3,349.65	200.98	3,550.63	0.00	3,550.63
135801	6765-18-438242-0000		Ericson Patricia	38 Anson Ave	381,000	2,592.64	155.56	2,748.20	0.00	2,748.20
135801	6765-18-474241-0000		Cibelli Fredric	Elm Dr Rear	6,300	28.04	1.68	29.72	0.00	29.72
135801	6765-18-487116-0000		Lilley Kenneth W	3309 Franklin Ave	237,400	1,017.76	61.07	1,078.83	0.00	1,078.83
135801	6765-19-506012-0000		Guo Mou Sheng	22-24 Alden Pl	256,700	1,142.52	68.55	1,211.07	0.00	1,211.07
Total for 135801 - V. MILLBROOK					4,864,500	22,347.33	1,340.83	23,688.16	0.00	23,688.16
Report Totals					4,864,500	22,347.33	1,340.83	23,688.16	0.00	23,688.16

19 left for pay. 3rd notice mailed out 8/14

		Bank Balances as of:							
		2/14/2017	3/28/2017	4/11/2017	5/9/2017	6/13/2017	7/11/2017	8/8/2017	
Thorne Trust		\$ 25,667.72	\$ 25,668.71	\$ 25,669.80	\$ 25,670.85	\$ 25,671.94	\$ 25,673.00	\$ 25,674.09	
Haight Trust		\$ 15,621.06	\$ 15,621.66	\$ 15,622.33	\$ 15,622.97	\$ 15,623.63	\$ 16,624.27	\$ 15,624.94	
Reserve for Fire Truck		\$ 7,271.96	\$ 7,272.24	\$ 7,272.55	\$ 7,272.85	\$ 187,276.86	\$ 187,284.55	\$ 187,292.51	
Nine Partners Trust		\$ 25,193.71	\$ 25,194.68	\$ 25,195.75	\$ 25,196.78	\$ 25,197.85	\$ 25,198.89	\$ 25,199.96	
Thorne Bldg Tribute Gardens		\$ 231,204.07	\$ 231,212.94	\$ 231,222.76	\$ 231,232.26	\$ 231,242.08	\$ 231,251.59	\$ 231,261.41	
Accounts Payable		\$ 21,026.29	\$ 14,586.80	\$ 36,101.23	\$ 31,127.59	\$ 9,187.10	\$ 36,619.96	\$ 38,075.18	
Planning / Zoning Escrow		\$ 10,609.19	\$ 9,640.74	\$ 7,974.79	\$ 7,974.49	\$ 7,160.49	\$ 6,260.49	\$ 11,787.79	
Sewer Improvement		\$ 0.16	\$ 0.16	\$ 0.16	\$ 0.16	\$ 0.16	\$ 0.16	\$ 0.16	
Tax Account		\$ 331,903.34	\$ 225,218.35	\$ 150,642.51	\$ 37,787.82	\$ 116,932.09	\$ 806,958.18	\$ 742,025.94	
Lamont Christmas Tree Trust		\$ 2,448.97	\$ 2,449.07	\$ 2,449.17	\$ 2,449.27	\$ 2,449.38	\$ 2,449.48	\$ 2,449.58	
Payroll Account		\$ 8,270.06	\$ 8,056.48	\$ 8,219.93	\$ 8,728.26	\$ 10,034.03	\$ 10,274.28	\$ 10,929.87	
Sewer Fund		\$ 53,344.72	\$ 79,148.19	\$ 58,014.82	\$ 66,969.47	\$ 86,272.80	\$ 75,317.24	\$ 87,090.09	
Water Fund		\$ 511,717.88	\$ 516,515.69	\$ 501,457.13	\$ 502,694.94	\$ 88,315.19	\$ 87,338.98	\$ 88,116.54	
Tree Replacement Program		\$ 7,630.64	\$ 7,631.22	\$ 7,631.87	\$ 7,632.50	\$ 7,633.15	\$ 7,633.77	\$ 7,634.42	
Tribute Gardens Donations		\$ 10,014.17	\$ 10,014.94	\$ 10,015.79	\$ 10,016.61	\$ 10,017.46	\$ 10,018.29	\$ 10,019.14	
General Account		\$ 86,796.10	\$ 516,515.69	\$ 572,315.00	\$ 591,533.97	\$ 321,434.90	\$ 201,295.11	\$ 215,831.20	
Millbrook Restoration		\$ 174,379.99	\$ 174,393.37	\$ 174,408.18	\$ 174,422.51	\$ 174,437.33	\$ 169,901.67	\$ 169,916.12	
Reserve for Highway Equip		\$ 2,156.33	\$ 2,156.33	\$ 2,156.33	\$ 2,156.33	\$ 2,156.33	\$ 2,156.33	\$ 2,156.33	
Millbrook Community Day		\$ 533.85	\$ 533.85	\$ 533.85	\$ 533.85	\$ 533.85	\$ 333.85	\$ 333.85	
Medical Deductible		\$ 9,796.41	\$ 8,806.30	\$ 7,556.23	\$ 6,154.10	\$ 3,473.68	\$ 23,225.09	\$ 20,144.67	
Bedrock Well Account		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXXX	\$425,040.36	\$ 270,897.13	\$ 220,232.37	