

Village of Millbrook
Village Hall – Board of Trustees
November 28, 2017 6:30pm

- 1. Open meeting** – Pledge of Allegiance
- 2. Administrative Business :**
 - a. Acceptance of Minutes
- 3. New Business :**
 - a. MECEC presentation
- 4. 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
 - a. Planning Board
 - e. Treasurer – Sarah Witt
- 5. Board Member Updates :**
 - a. Deputy Mayor - Joe Rochfort
 - Thorne Building Committee Update
 - Village Lights
 - December Meeting Announcements
 - General Announcements
 - b. Trustee Brian Hicks
 - c. Trustee Mike Herzog
 - d. Trustee Kyle Van DeWater
- 6. Mayoral updates**
- 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**

Millbrook Early Childhood Education Center (MECEC) Proposal for Improving Shade to Playground

About MECEC

- ◆ We are the village preschool, serving 66 local families each year
- ◆ We celebrated our 10-year birthday this year, opening in 2007
- ◆ We have 12 employees
- ◆ MECEC is the largest and only non-faith based public preschool in the local area
- ◆ Approximately 30% of children receive tuition assistance from the school
- ◆ Rent classroom space from Lyall Church through Fall 2020
- ◆ Playground is a necessary requirement of NY state licensure; without it, our doors will close

History

- ◆ Two large and very old evergreen trees previously provided excellent shade to playground.
- ◆ These trees were cut down (by the village?) in 2016 due to safety concerns related to age and rot.
- ◆ Preschoolers now have no shade during recess and outdoor lesson time.
- ◆ This is a real safety concern for overheating and sun exposure. Preschool age children (3-4 year olds) have decreased ability to regulate body temperature.

Proposal A: SHADE UMBRELLAS

Total Cost = \$12,685

- ◆ Install two shade umbrellas, each with one single center pole and a square dark green fabric canopy 12' x 12' in width and 12'4" in height. Fabric sample is here for your review.
- ◆ One umbrella would be installed on each half of the playground.
- ◆ Post is set in concrete 48" below grade, 6 bags of concrete for each post.
- ◆ Equipment cost is approximately \$4592.60 x 2. Install cost is approximately \$3500.
- ◆ Pros: no debris to clean up, no maintenance, immediate shade
- ◆ Cons: not a natural element, price

Proposal B: PLANT SHADE TREES

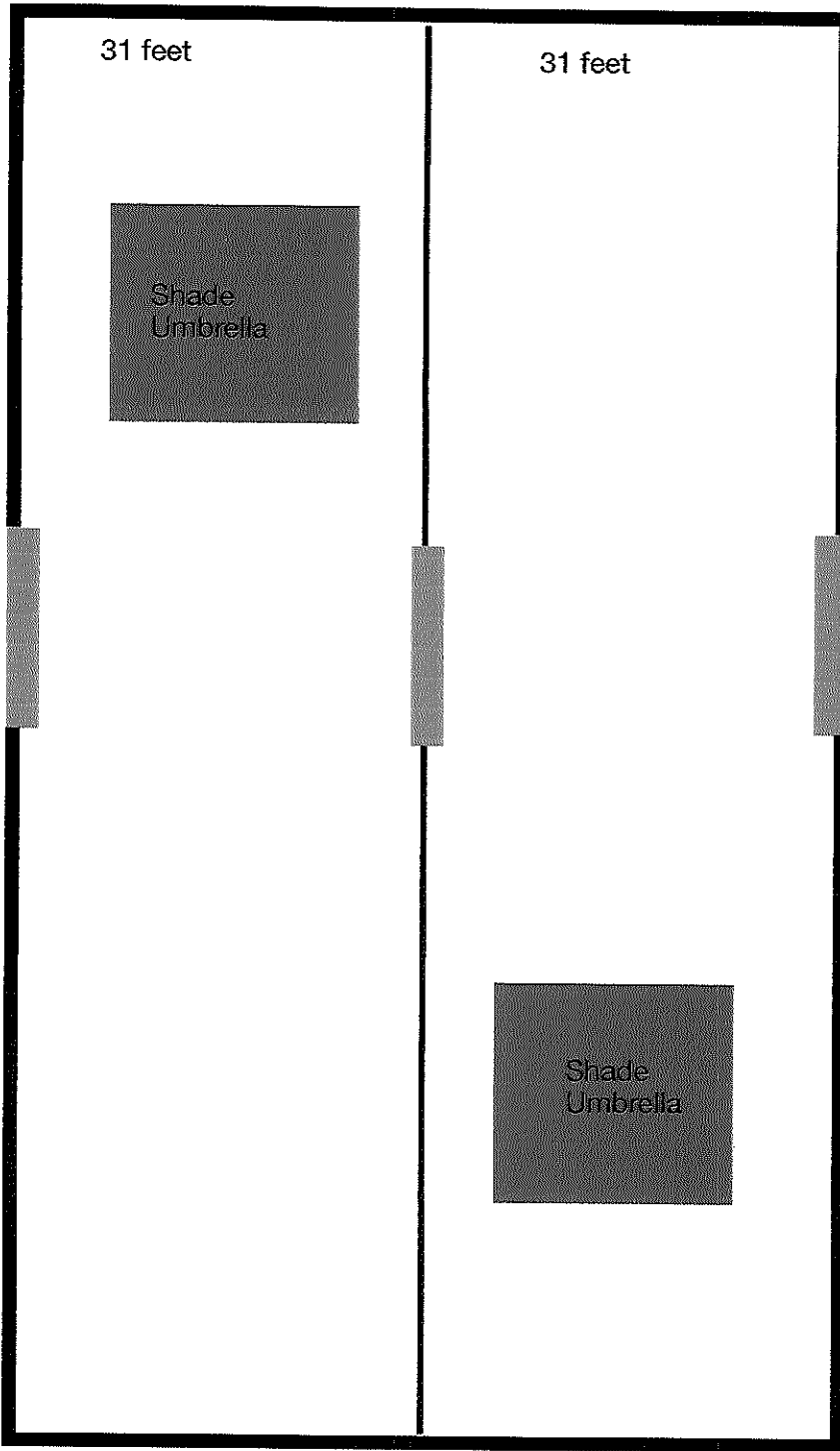
Total Cost = \$5000- \$8000

- ◆ Install 3 medium size shade trees. Medium size needed to be large enough to provide some shade at initial planting.
- ◆ Twin Brooks will install and provide water service for 1 year. Recommend install in April time frame.
- ◆ Tree expert recommendation is for 3-5 20' tall sugar maples. Cost is approximately \$5000 for three trees or \$8000 for five trees.
- ◆ Pros: cost, natural element will blend easily into surroundings and add to the park-like attractiveness of the area.
- ◆ Cons: will take years to gain good shade, debris clean up daily/weekly, maintenance required.

Point of contact: Nicole Drury, MECEC Board Chairman, ph 210-667-6192, raneynh@gmail.com

Playground space

62.5 feet wide



74 feet long

GATE

Franklin Ave

New Tree

OLD TREE

New Tree

OLD TREE

New Tree

Maple Ave

PROPOSAL

Number: AAAQ6780
 Date: Aug 1, 2017
 Project: Shade



PO to: Landscape Structures, Inc.
 601 7th Street South
 Delano, MN 55328

Remit to: Landscape Structures, Inc.
 601 7th Street South
 Delano, MN 55328

Sold To

Millbrook Early Childhood Education Center
 Anne Garcia
 30 Maple Ave
 Millbrook, NY 12545
 P 845-677-3536 ext:
 F
 E agarcia.mecec@gmail.com

Your Sales Rep

Sara Ulacco
 P 607-533-3517
 F 607-533-4108
 E sara@playgroundinfo.com

Terms

Terms: Net 30
 Subject to credit approval
 1.5% Finance charge per month

Order Requirements:
 Completed proposal (see below)
 Tax exempt certificate
 FOB: Destination

Qty	Item #	Description	Unit Price	Ext. Price
		Play Equipment under NYS Contract #PC66734		
1	154397A	CoolToppers® Single Post	\$3,290.00	\$3,290.00
		6.0% NYS Contract Discount		-\$197.40
1		Freight	\$1,500.00	\$1,500.00
			Order Total	\$4,592.60

Bill To

Ship To

Accepted By

Delivery Contact Name Phone Number

Accepted by Customer Date

Print Name

PROPOSAL

Number: AAAQ6780
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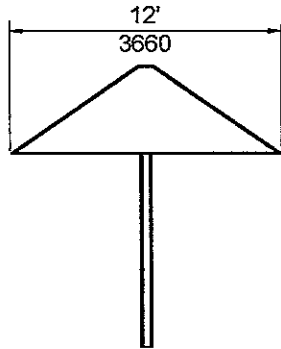
Bill To

Ship To

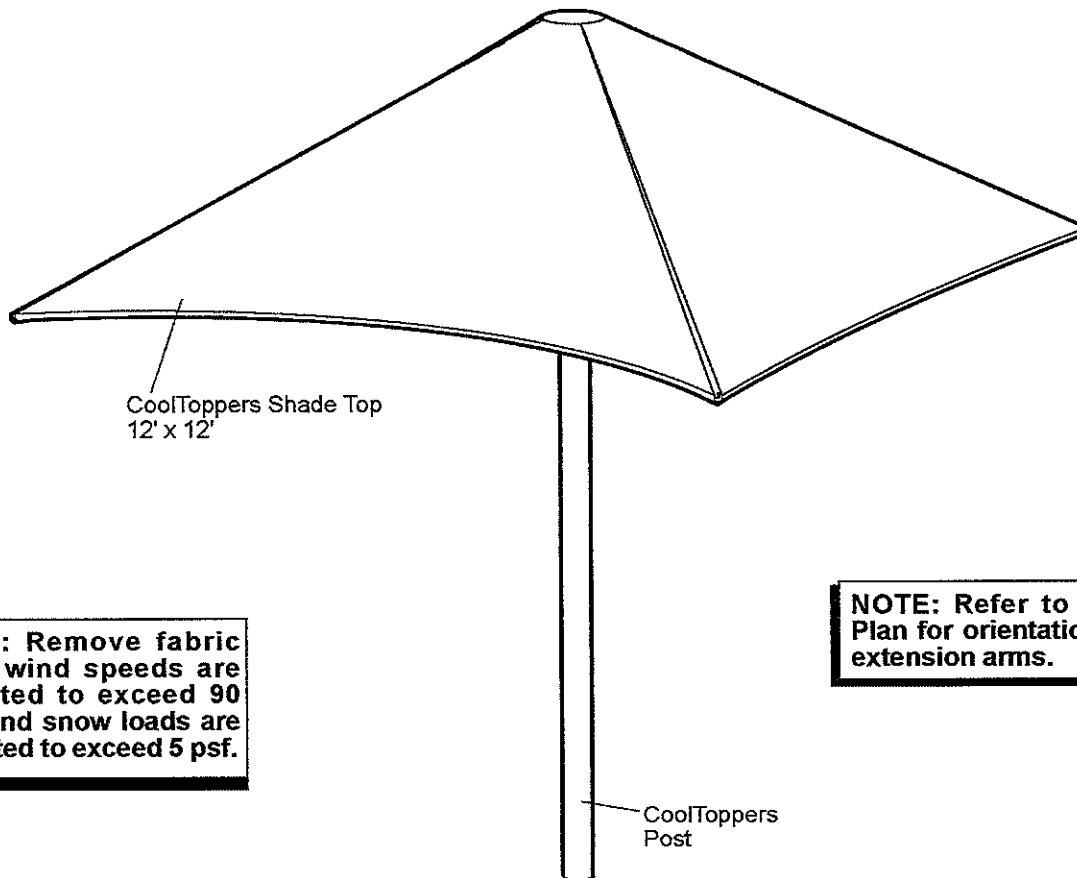
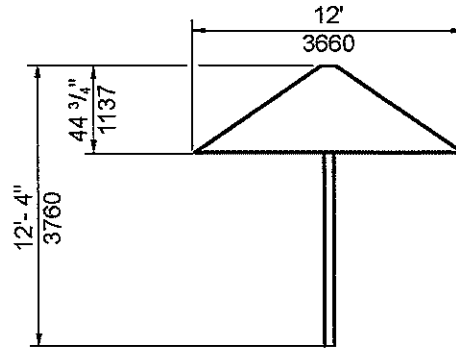
Accepted By

Delivery Contact Name _____ Phone Number _____
Accepted by Customer _____ Date _____
Print Name _____

**DETAIL
 FRONT VIEW**

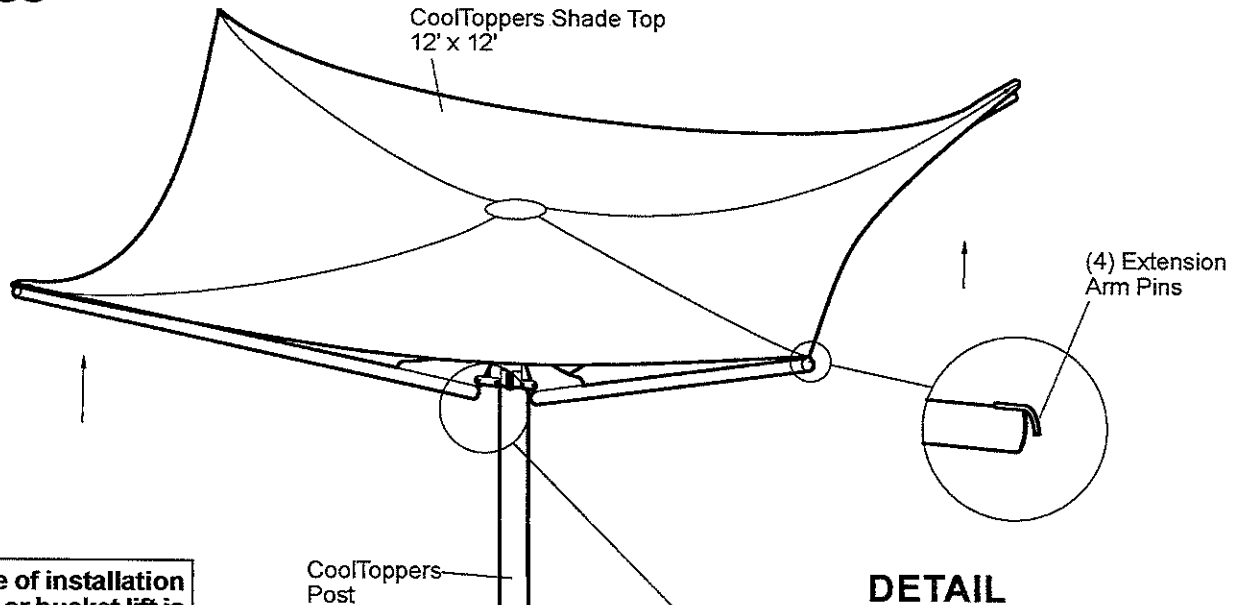


**DETAIL
 SIDE VIEW**



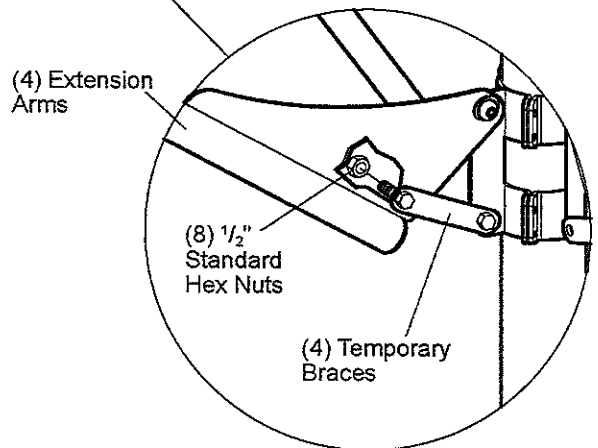
**NOTE: Remove fabric
 when wind speeds are
 expected to exceed 90
 mph and snow loads are
 expected to exceed 5 psf.**

**NOTE: Refer to Site
 Plan for orientation of
 extension arms.**

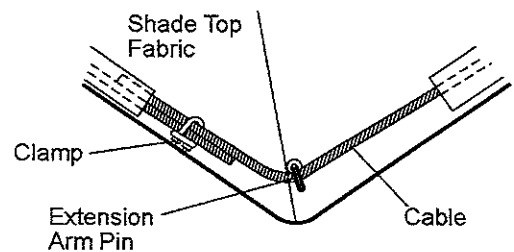


NOTE: For ease of installation a 12'-16' ladder or bucket lift is recommended.

**DETAIL
BRACE ATTACHMENT**



**DETAIL
CABLE CLAMP ATTACHMENT**



Parts List

Part#	Description	Qty.
152833	Umbrella Ext. Arm Weldt., Specify Color.....	4
153560	Clamp, Specify Color.....	2
153663	Brace (Installation & Removal), Specify Color.....	4
154136	Post, Specify Color.....	1
210962	LSI Shade 12x12 Cooltopper	1
175824	Single Post Shade Hardware Package	1
100322	1/2" Standard Hex Nut, SST.....	8
100323	5/8" Standard Hex Nut, SST.....	8
100327	3/8" Standard Hex Nut, SST.....	8
100365	3/8" SAE Flat Washer, SST.....	16
100366	5/8" Flat Washer, SST.....	8
175652	5/8" Lock Washer, SST.....	8
127547	3/8" x 1 1/8" BHCS w/Pin, SST.....	8
127551	5/8" x 1 1/2" BHCS w/Pin, SST.....	8

Specifications

CoolToppers

Shade Top: High-density polyethylene with ultra violet additives. All corners to be strengthened with 16 oz. non-tear vinyl material. Protective webbing is sewn into all areas where steel cable enters/exits cloth pockets. Live loads 20 psf. Wind design speed withstands up to 90 mph. Uplift 19 psf. Snow loads 5 psf. Tear strength warp 221 lb. and weft 463 lb.. Burst strength 38 PSIA.

Extension Arms: Weldment comprised of 2.375" O.D. RS-20 (.095" - .105") galvanized steel tubing, 1/4" steel plate and 1/4" diameter carbon steel J-hooks. Finish: ProShield®, color specified.

Clamp: Weldment comprised of 1/4" x 3" HRPO flat steel and 1/4" HRPO steel plate. Finish: ProShield, color specified.

CoolToppers Post: Weldment comprised of 5" O.D. x 11 GA (.120") galvanized steel tubing and 1/4" steel plate. Finish: ProShield, color specified

Fasteners: Primary fasteners shall be socketed and pinned tamperproof in design, stainless steel (SST) per ASTM F 879 unless otherwise indicated (see specific product installation/specifications).

Installation Time: Post - 2 People Approx. 1 hour
Shade Top Assembly - 4 People Approx. 2 Hours

Actual Size: 12' (3,65 m) x 12' (3,65 m)

Concrete: 9.5 cu. ft.

Weight: 266 lbs.

Installation Instructions

- 1) Dig footing hole as shown.
- 2) Place post in footing hole. With post braced plumb pour concrete footing. **NOTE:** Allow concrete footing to cure for a minimum of 72 hours before proceeding.
- 3) Attach clamps to post at height shown using 3/8" x 1 1/8" BHCS w/pin with 3/8" SAE flat washers and 3/8" standard hex nuts with 3/8" SAE flat washers. Refer to the Upper Arm Attachment Detail. **NOTE:** Orientate clamp flanges in the direction you want extension arms to face.
- 4) Lift extension arm into position and attach the top bolt only to clamp flange, using 5/8" x 1 1/2" BHCS w/pin with 5/8" flat washer and 5/8" standard hex nut with 5/8" lock washer. Attach remaining extension arms following the same sequence. Refer to the Upper Arm Attachment Detail. **NOTE:** Lightly tighten bolts, so arms move freely up and down. For ease of installation a 12'-16' ladder or bucket lift is recommended.
- 5) Lift extension arm up and attach temporary brace to clamp flange and extension arm using 1/2" standard hex nuts. Attach temporary braces to remaining extension arms following the same sequence. Refer to the Brace Attachment Detail.
- 6) Thread cable along perimeter of fabric.
- 7) Place the shade over the extension arms and attach each corner to extension arm pin.
- 8) Remove temporary braces from extension arms and clamps. **NOTE:** Retain temporary braces for future use.
- 9) Simultaneously pull the arms down and bolt the remaining hole in the arm to post flange using 5/8" x 1 1/2" BHCS w/pin with 5/8" flat washers and 5/8" standard hex nuts with 5/8" lock washers. Refer to the Lower Arm Attachment Detail. Final tighten hardware. **NOTE:** When CoolToppers shade top is properly tensioned, it should be difficult to insert fingers between fabric and top of post. To increase tension to shade top, loosen clamp fasteners and pull down on extension arms and clamps. Retighten clamp fasteners.
- 10) Cable should lay on top of fabric at the corners. Pull cable tight by hand and attach with cable clamp provided. Refer to the Cable Clamp Attachment Detail.

Grey Excavation

70 Flint Road
NY 12545



Estimate

Date	Estimate #
6/25/2017	7

Name / Address
Millbrook Early Childhood Education MECEC PO BOX 757 Millbrook, NY 12545

			Project
Description	Qty	Rate	Total
New wood chips over playground area. Trim grass in playground to ground level 1 foot past black fence. Install landscape fabric with staples. Spread old wood chips thin so new product will cover entire area within black fence and 1 foot outside black fence.	1	1,300.00	1,300.00
Add 3/4" washed stone around bluestone walk at back door of church.	1	500.00	500.00
cubic yards of Safety Mulch (playground safe wood chips)	40	55.00	2,200.00
landscape fabric w/ staples	1	950.00	950.00
3/4" washed stone	1	150.00	150.00
Sales Tax		8.125%	0.00
Total			\$5,100.00

Phone #
845-677-8933

E-mail
greyexcavation@gmail.com

November 28, 2017 Voucher Totals

Vouchers 16955-16983

A - GENERAL FUND	8,339.85
F - WATER FUND	12,207.42
G - SEWER FUND	15,104.57
H - CAPITAL PROJECTS	0.00
TA - TRUST & AGENCY FUND	692.22
T - TRUST FUND	0.00
<hr/>	
	36,344.06