

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

*September 11, 2018*

**I. Call to order**

Mayor Brown called the meeting to order at 6:30 PM and led the Pledge of allegiance. Mayor Brown then had a moment of silence for the victims of 9/11.

**Roll Call:** Mayor Brown, Trustee Herzog, Trustee Hicks, Trustee Van DeWater, Officer Witt, Public Works Supervisor (PWS) Collocola, Attorney Valk and Clerk Witt.

**Absent:** Deputy Mayor Rochfort

**II. Administrative Business:**

**Minutes:** Mayor Brown made a motion to accept the minutes of August 14, 2018 seconded by Trustee Herzog and all were in favor.

**III. Old Business:**

**Sewer BAN:** Mayor Brown told the Board that there is a Sewer BAN for \$61,000 (plus interest) that he would like to pay off. After Board discussion, Mayor Brown made a motion to pay off the Sewer BAN (plus interest) seconded by Trustee Van DeWater and all were in favor.

**Water Tower Painting Bid Approval:** Mayor Brown read the attached letter from Roberto Flores (Senior Project Manager for Delaware Engineering). Trustee Van DeWater said he believes that Delaware engineering have done their due diligence and is comfortable going with the low bidder as recommended by Mr. Flores. Trustee Herzog made a motion to accept the low bid offer from Worldwide Industries Corp. with the bid total of \$427,350.00 seconded by Trustee Hicks and all were in favor.

**IV. Departmental Reports:**

**Fire Department:** No report submitted.

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

Additional comments: Trustee Van DeWater had heard about a few cars that had been burglarized and asked Officer Witt about it. Officer Witt said the cars that had been burglarized were cars that were left unlocked and he then urged the public to lock their doors. Officer Witt informed the Board that the Ford vehicle was out for service with wiring issues due to a manufacture's defect. He also told the Board that Officer Aluisio should be road ready by October.

**Public Works:** PWS Collocola read from the attached report.

Additional Comments: PWS Collocola asked the Board for a letter from them addressed to the State for no parking signs at the top of Franklin. PWS Collocola said the company that was going to seal Front St. will not be able to do the job until Spring.

**Church St. Emergency:** PWS Collocola said he had gotten bids for the broken culvert repair on Church St. He explained that during rain events big holes are forming in the asphalt because of the water. He said he fears bigger vehicles like the highway trucks full of sand may go through the road as the culvert is compromised. The two quotes he had received were from JSK for \$61,100 and from Sun Up for \$82,000. Attorney Valk said if PWS Collocola, with his 15 years of experience, is saying the culvert needs an emergency repair, then the Board can bypass the bidding process. Trustee Van DeWater asked PWS Collocola if he was confident in the bid work or does he foresee any other potential problems. PWS Collocola said JSK are very good at what they do and that he is confident in this bid. Trustee Hicks suggested coning off or closing that section of the road as it is an emergency. Mayor Brown suggested that PWS Collocola make decision to close the road if he saw fit. Trustee Herzog said he didn't see any viable reason to wait to begin repairing the culvert. Mayor Brown allowed for a member of the audience

to ask a question. Mr. Ciferri asked if the bids came in under prevailing wage. Mayor Brown made a motion to move forward with JSK for \$61,100 subject to confirmation on prevailing wage along with PWS Collocola monitoring the road and if PWS Collocola deems it necessary for the road to be closed to close it seconded by Trustee Herzog and all were in favor. Mayor Brown said if a special meeting is required for an alternative decision on the bids to look on the Village website for a date and time.

**Water and Sewer:** Scott Osborn from VRI read from the attached water and sewer reports. Additional Comments: Trustee Herzog asked if all the meters have been put in. Mr. Osborn stated there are about 6-8 meters left but that most of the remaining meter replacements are for properties that are uninhabited.

**Treasurer:** Clerk Witt read from the attached reports. Clerk Witt then read from the Voucher Total Report. Mayor Brown made a motion to accept the Voucher Totals as presented, seconded by Trustee Hicks and all were in favor. Clerk Witt also told the Board she is working on eCode updates.

**September 11, 2018 Voucher Totals**

Vouchers 17771-17819	2018	2019	TOTAL
A - GENERAL FUND	11.30	46,607.93	46,619.23
F - WATER FUND		146.72	146.72
G - SEWER FUND		6,807.18	6,807.18
H - CAPITAL PROJECTS		11,413.29	11,413.29
TA - TRUST & AGENCY FUND	2,880.00		2,880.00
T - TRUST FUND		940.50	940.50
	<b>2,891.30</b>	<b>65,915.62</b>	<b>68,806.92</b>

**V. Trustee Updates:**

**Trustee Hicks:** Said both the Police Department and Highway department are very active and doing a good job.

**Trustee Herzog:** Told the Board he and Trustee Hicks had had a meeting on August 30<sup>th</sup> concerning Workman’s Comp. and the Village is looking at a significant increase. He also told the Board he is in contact with Dennis from Twin Brooks and is hoping for the end of the month to have the trees put in at the intersection. Trustee Herzog said there is a Democratic Caucus at 7 PM on 9/17/18 at the Town Hall. He said there are two seats up for the Village Board. Trustee Van DeWater said the Republican Caucus is at 7 PM on 9/18/17 but was unsure of the location. Mayor Brown said once we find the details of the Republican Caucus it will be posted on the website.

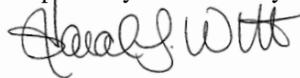
**Trustee Van DeWater:** Told the Board that Community Day went well, and he appreciated the help from the Police Dept., Highway and Fire Department. He also said that Deputy Clerk Zeko will be putting an ad about the Comp Plan Committee on the website for those interested in joining. He is hopeful to be starting by November 1<sup>st</sup>.

**VI. Mayor Brown:** Said he was away and had not had a chance to review all his email messages.

**VII. Public Comment:** During public participation discussions included the zoning map, water tower painting, ambulance service coverage and the tennis courts. No actions were taken during public participation.

**VIII. Adjournment:** Trustee Hicks made a motion to adjourn the meeting at 8:58 PM, seconded by Trustee Herzog and all were in favor.

Respectfully Submitted by:



Sarah J. Witt Village Clerk/Treasurer