

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

**Meeting Minutes**

November 27, 2018

**I. Call to order**

Deputy Mayor Rochfort called the meeting to order at 6:30 PM and led the Pledge of allegiance.

**Roll Call:** Deputy Mayor Rochfort, Trustee Herzog, Trustee Hicks, Trustee Van DeWater, Public Works Supervisor (PWS) Collocola and Clerk Witt.

**Absent:** Mayor Brown

**II. Administrative Business:**

**Acceptance of Minutes:** Trustee Hicks made a motion to accept the minutes of 10/23/18, seconded by Trustee Van DeWater and all were in favor. Trustee Van DeWater abstained his vote for the 11/13/18 minutes. Trustee Hicks made a motion to accept the minutes of 11/13/2018, seconded by Trustee Herzog and all were in favor.

**Budget Adjustments and Voucher Totals:** Clerk Witt from the attached Voucher fund totals. Trustee Herzog made a motion to accept the Voucher fund totals as presented, seconded by Trustee Hicks and all were in favor. Clerk Witt read from the attached Budget Adjustment. Trustee Hicks made a motion to accept the Budget Adjustment as presented, seconded by Trustee Van DeWater and all were in favor.

**November 27, 2018 Voucher Totals**

**Vouchers 18011-18040**

|                          |                  |
|--------------------------|------------------|
| A - GENERAL FUND         | 15,401.99        |
| F - WATER FUND           | 8,036.63         |
| G - SEWER FUND           | 18,219.79        |
| H - CAPITAL PROJECTS     |                  |
| TA - TRUST & AGENCY FUND |                  |
| T - TRUST FUND           |                  |
|                          | <u>41,658.41</u> |

**Resolution -023**

**Budget Adjustments – Presented at 11/27/18 Board Meeting**

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

|  |                                |           |
|--|--------------------------------|-----------|
| <b>From:</b>   | A.1990.0400- Contingency       | \$6438.00 |
| <b>To:</b>   | A.9015.0800- Police Retirement | \$3539.00 |
| <b>To:</b>   | A.9010.0800- Retirement        | \$2899.00 |
| Projected amount for retirement was under estimated. |                                |           |

**III. Old Business:**

**Church St. Repair:** PWS Collocola said the Church St. culvert repair is 99% completed and the two pipes are working perfectly. He stated a guardrail was added to the project.

**Public Works:** PWS Collocola said they would be extending leaf pick up through until Monday 12/3. PWS Collocola said the new truck has been delivered to the dealership and will be going to Hudson River Tractor Trailer and is hopeful it will be here 2-3 weeks.

Deputy Mayor Rochfort said he wanted it noted that PWS Collocola was correct on his assessment with the culvert repair on Church St that it was an emergency.

PWS Collocola thanked Matt Hurst for plowing the sidewalks after the storm with a walk behind plow due to the Kubota being out for repairs. Deputy Mayor Rochfort said Mr. Hurst did a great job and deserves a citation for his work. PWS Collocola also thanked the Town of Washington for the use of their trucks for leaf removal. Trustee Van DeWater said the Highway Department did a great job with leaf removal.

**Election Results:** Trustee Herzog said he had spoken with the Board of Elections and had gotten the official votes in. The votes are Tim Collopy 346 votes, Kevin McGrane 337 votes, Kyle Van DeWater 316 votes and Kathy Manzi-Doro 300 votes. Trustee Herzog said the stamped official results will be out shortly. He then congratulated the board members elect and thanked and gave best wishes to Trustee Van DeWater and Trustee Hicks.

**Water Treatment Grant:** Deputy Mayor Rochfort echoed Mayor Brown's thank you for everyone's work on receiving the WIIA Grant. The Village of Millbrook had been awarded \$1,140,000.00 for the Upgrade of Public Water Supply (see attached press release).

#### IV. New Business:

**Public Assembly Permit- Parade of Lights:** Deputy Mayor told the Board the Parade of Light's permit application had been completed and asked if there would be any objections from anyone on the Board. There were none. He then gave Trustee Hicks the opportunity to talk about the event. Trustee Hicks said floats line-up at 5 PM for the parade to begin at 6 PM. Trustee Hicks invited all to come. He said the Police will be helping with traffic control. Trustee Hicks said Q92.1 will be set up in front of Reardon Briggs Hardware Store. He said he would like to borrow the leaf blower backpacks to help with the candy clean up after the parade. Trustee Herzog said it should be noted Santa Night will be the following Friday at the firehouse. Trustee Hicks thanked Deputy Mayor Rochfort for all his help with Christmas trees in the Village and thanked Joe and Lauri Spagnola for donating the big tree at Tribute Gardens.

#### V. Trustee Updates:

**Deputy Mayor Rochfort:** Thanked Cheryl Giles and Trustee Hicks for braving the cold and putting the lights on the trees. He also thanked the Highway Department for putting the trees and the decorations out.

**Trustee Hicks:** Gave his trustee update during the Parade of Lights discussion.

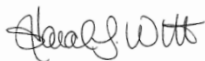
**Trustee Herzog:** Said he is still in the process for reorganizing the Shade Tree Commission.

**Trustee Van DeWater:** Says he had nothing to add, but a special thanks to Cheryl Giles for her work she does for the community.

**VI. Public Comment:** Public Comment included comments about the Master Plan. Tim Collopy asked about the DOT update from Deputy Mayor Rochfort. Deputy Mayor Rochfort read from an email he received from Chuck Walter (DOT) saying "NYS DOT has no jurisdiction on Town Roads, but your Highway Dept. would need to follow the National M.U.T.C.D., Section 3B.01 and 5E.02 for guidance on centerline striping. Our Regional Traffic & Safety Engineering Group should be able to answer any other questions.". Deputy Mayor Rochfort said he would get together with Mr. Collopy regarding this matter. Mr. Collopy also asked about the status OSC Audit. Mr. Abbott submitted the attached FOIL request during Public comment. No actions were taking during this time.

**VII. Adjournment:** Trustee Herzog made a motion to adjourn the meeting at 7:24, seconded by Trustee Van DeWater and all were in favor.

Respectfully Submitted by:



Sarah J. Witt Village Clerk/Treasurer