

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

December 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 had a moment of silence for the passing of President George HW Bush.

Roll Call: Mayor Brown, Deputy Mayor Rochfort, Trustee Herzog, Trustee Hicks, Officer Aluisio, Public Works Supervisor (PWS) Collocola, Fire Chief Bownas, Attorney Valk and Clerk Witt.

Absent: Trustee Van DeWater

II. Administrative Business:

Minutes: Trustee Herzog made a motion to accept the minutes of 11.27.18 seconded, by Deputy Mayor Rochfort and all were in favor.

Voucher Totals: Deputy Mayor Rochfort made a motion to accept the voucher totals as presented, seconded by Trustee Hicks and all were in favor.

December 11, 2018 Voucher Totals

Vouchers 18041-18078

A - GENERAL FUND	38,745.34
F - WATER FUND	5,104.58
G - SEWER FUND	5,261.05
H - CAPITAL PROJECTS	5,592.50
TA - TRUST & AGENCY FUND	606.50
T - TRUST FUND	
	<hr/> <hr/> 55,309.97

III. New Business:

Karen McLaughlin- AUD: Mayor Brown told the Board he would like to have Karen McLaughlin come in as a consultant to help train the Village Office on how to compile the data needed for the Annual Update Document (AUD). Trustee Herzog asked if there would be a proposal. Mayor Brown said he would like to talk with Ms. McLaughlin and come back with a proposal. Deputy Mayor Rochfort made a motion for Mayor Brown to enter into talks with Karen McLaughlin about consultation on the AUD, seconded by Trustee Herzog and all were in favor.

Christmas Tree: Mayor Brown thanked Lauri Spagnola for the donation of the Christmas tree. Trustee Hicks also wanted to thank Spring Hill Farm and Matt Hurst for their help. He added Parade of Lights had a great turn out.

Filming Meeting: Mayor Brown said this is the first meeting being filmed and broadcasted.

2nd Meeting in December: Mayor Brown said the 2nd meeting is cancelled as it falls on Christmas day. He added he plans to have the Re-Org meeting either the 1st or 2nd meeting in January. He said there will be some documents that need to be updating and would like the Board to read though the policies and make suggestions.

Fire Department (FD) Sign: Kara Granger, Vice President (VP) of the FD, Chief Bownas and Jeff Packard from PAC signs presented to the Board a sign design for a new sign at the Firehouse (attached). The sign would be an LED illuminated electronic sign that would replace the sign that is currently falling apart. Trustee Herzog asked if this sign would conform with the new sign code that is currently in review. Deputy Mayor Rochfort said it does not conform. Attorney Valk said the Board would have to do a Monroe County Findings resolution to allow the sign. Fire Chief Bownas said the funds to pay for the sign would go through the FD and not through the Village budget. Mayor Brown allowed for public

comment. Resident Tim Collopy asked if they couldn't put the sign on Franklin Ave where more traffic would be able to see it. Fire Chief Bownas said that property isn't owned by the Village. VP Granger expressed how the sign could be useful for putting up emergency messages and Village notices. Mayor Brown said no decision would be made at this meeting.

IV. Departmental Reports:

Fire Department: Fire Chief Bownas read from the attached November reports. No questions from the Board.

Police: Officer Aluisio read from the attached November reports. No questions from the Board.

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

Additional Comments: PWS said leaf pick up has ended and the Snow Ordinance is in effect.

Water and Sewer: Mr. Osborn read from the attached water and sewer reports.

Additional Comments: Mr. Osborn said there is a leak at the Chinese restaurant that the owners would have to repair. Mayor Brown said he would go with Mr. Osborn and talk to the owners of the Chinese restaurant.

Clerk Report: Clerk Witt read from the attached Treasurer's reports.

V. Trustee Updates:

Deputy Mayor Rochfort: Said he had had a sign committee meeting 12/10/18 at the Village Hall.

Attorney Valk was present for the meeting and they had gone over the draft sign code. Attorney Valk will be tweaking the sign code and to make it legal. There will be another sign committee meeting to review the final draft. Once reviewed it will go to the Board. Mayor Brown asked that all the Boards get a copy of the final draft. Deputy Mayor Rochfort said a copy can go to all the Boards. After approval the sign code will go to public hearing.

Trustee Hicks: Thanked everyone and said he enjoyed his time on the Board.

Trustee Herzog: Said the Workman's Comp Safety inspection was completed 11/30. Said there will be an upcoming meeting for WIC at the farm and home center. Trustee Herzog thanked Trustee Hicks and Trustee Van DeWater for their service on the Board.

VI. Mayor Brown: Said he would be sending Senator Sue Serino a grant request letter for a garage for the police cars and for a break room for the highway department.

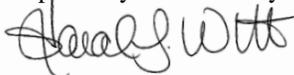
VII. Public Comment: During public participation Resident Collopy asked about the comptroller's audit and if there will be a review. He asked for a DOT follow up about a yield sign on Russel Knolls to which Deputy Mayor Rochfort said he would like to get together with Mr. Collopy at the site to discuss. Other comments included questions about the water quality and the Thorne Building.

County Representative Houston reported the County did a review of the taxes and the Village was approved to be made whole. She said the County passed a Local Law banning single use plastic bags in the County. She also said the County will be going to bid the first part of the year for a BOND on the County Infirmity building.

No actions were taking during public comment.

VIII. Adjournment: Mayor Brown asked if Trustee Hicks would like to make his final motion and adjourn the meeting. Trustee Hicks made a motion to adjourn the meeting at 8:20 PM, seconded by Trustee Herzog and all were in favor.

Respectfully Submitted by:



Sarah J. Witt Village Clerk/Treasurer