

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

January 9, 2018

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, Officer Witt, Attorney Valk, Public Works Supervisor (PWS) Collocola, Chief Bownas, FD President Rochfort and Clerk Witt.

Absent: Trustee Van De Water

II. Administrative Business:

Trustee Herzog made a motion to accept the 12/21/2017 minutes as presented, seconded by Deputy Mayor Rochfort and all were in favor.

III. New Business:

Mayor Brown appointed Regina Crawford for Planning Board (PB) and Zoning Board of Appeals (ZBA) Secretary. Clerk Witt gave the Oath of Office to Ms. Crawford for PB and ZBA Secretary.

Mayor Brown read Officer Mike Schultz's resignation letter (attached). Trustee Hicks made a motion to accept Mr. Schultz's resignation, seconded by Trustee Herzog and all were in favor.

IV. Departmental Reports:

Fire Department: Chief Bownas read from the attached December report. He had also submitted to the Board a Millbrook FD Alarm Report Summary for the 2017 year.

Additional comments: Chief Bownas told the Board and members of the audience that it is important for homeowners to clean out any snow in front of the fire hydrants on their respective properties.

Police Department: Officer Witt read from the attached December police report.

Additional comments: Officer Witt reminded all that the Snow Ordinance is in effect and is being enforced until March 31st. He also stated that putting shoveled or plowed snow from one's property into the roadway is against the law. Mayor Brown said he would like to get together with Officer Witt and get the language for the house checks onto the website. Deputy Mayor Rochfort asked Officer Witt if he was looking to replace Officer Schultz. Officer Witt said they are exploring options and he has a few very good applicants that would be able to cover the open shifts and Officer Schultz's hours.

Public Works: PWS Collocola read from the attached report.

Additional comments: PWS Collocola thanked the Millbrook Business Association (MBA) for most of the businesses who salted and shoveled in front of their business. He also thanked Matt Hurst for completed the sidewalks with a walk behind plow after the sidewalk plow had broken down.

Water and Sewer: Scott Osborne from VRI read from the attached water and sewer reports. Mr. Osborne also submitted and read a year-end report for 2017.

Additional Comments: Mr. Osborne stated the ORF meter had been calibrated, but it's been deemed not operational. Mayor Brown asked Mr. Osborne to send him an email with his availability to discuss the ORF. Mayor Brown would like to see if insurance would cover the repairs for the ORF.

Treasurer: Clerk Witt read from the attached reports. Clerk Witt then read from the Voucher Total Report. Trustee Hicks made a motion to accept the Voucher Totals as presented, seconded by Deputy

Mayor Rochfort and all were in favor.

January 9, 2018 Voucher Totals

Vouchers 17049-17090

A - GENERAL FUND	58,791.60
F - WATER FUND	3,771.64
G - SEWER FUND	5,547.89
H - CAPITAL PROJECTS	0.00
TA - TRUST & AGENCY FUND	77.50
T - TRUST FUND	10,125.00
	78,313.63

V. Trustee Updates:

Deputy Mayor Rochfort: Read from the attached Herb Redl letter.

Trustee Hicks: Said he received a call from a gentleman who was lost in the Village and was very grateful for Officer Witt who helped him out. Trustee Hicks also stated the sewer repair at the firehouse had been completed.

Trustee Herzog: Had no comment.

VI. Mayoral Updates:

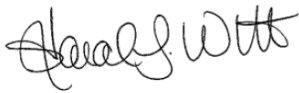
Mayor Brown announced that Clerk Witt and Officer Witt are expecting a child. Mayor Brown stated he would like to hire a part time office person and hire them as soon as possible to be trained by Clerk Witt before she is on leave. Mayor Brown made a motion to hire a part time person, seconded by Trustee Herzog and all were in favor.

Mayor Brown said we are very close to getting the Municipal channel on line and is hoping for end of January- beginning of February.

VII. Public Comment: The Board had a time of public participation. No actions were taken during the time of public participation.

VIII. Adjournment: Mayor Brown made a motion to adjourn the meeting at 7:20 PM seconded by Trustee Herzog and all were in favor.

Respectfully Submitted by:



Sarah J. Witt Village Clerk/Treasurer