

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

*March 13, 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 (entered the meeting at 6:48 PM), Trustee Van De Water, Officer Witt, Public Works Supervisor (PWS) Collocola, Chief Bownas, FD President Rochfort and Clerk Witt.

Absent: Trustee Hicks

**II. Administrative Business:**

Mayor Brown tabled accepting the minutes from 2/27/2018 until the next meeting.

**III. New Business:**

**Police Report:** Officer Witt read from the attached February report. He informed the Board the Officers will be attending a training in Millerton on Saturday, March 24, 2018.

**Kathy Edmonds:** Mayor Brown said Ms. Edmonds will be starting the part-time position starting March 26<sup>th</sup> for \$15.00 per hour for 10-20 hours per week and no benefits are included.

**IV. Old Business:**

**Course Progress – Workplace Violence and Sexual Harassment:** Mayor Brown informed the Board the training DVD's are in and Clerk Witt will be coordinating dates with the Fire Department for training.

**Tower Refurbishing and filtration plant at Water Treatment facility:** Mayor Brown read from the attached resolution. Mayor Brown made a motion to accept the resolution, seconded by Deputy Mayor Rochfort and all were in favor.

Additional Comments: Trustee Herzog entered the meeting at 6:48 PM and said he is also in favor of the resolution. Mayor Brown told Clerk Witt to change Trustee Herzog from "absent" to "aye" on the resolution.

**Sewer Plant Blower:** Mayor Brown expressed the need for the blower replacement at the Sewer Plant and that he is waiting on Attorney Valk's review. He explained, he wanted the Board's vote tonight to be on beginning the ordering process and that between Attorney Valk and Mr. Bright all the necessary documents and contracts will be available shortly. Deputy Mayor made a motion to begin the blower replacement process, seconded by Trustee Van De Water and all were in favor.

**V. Departmental Reports:**

**Fire Department:** Chief Bownas read from the attached February report. Mayor Brown asked Chief Bownas if the Village would be paying for the ambulance the FD is looking to purchase. Chief Bownas said the Village would not be paying for the ambulance, but because it will be Village owned, it would be subject to the bid process. Mayor Brown asked Clerk Witt to get the ambulance bid package to Attorney Valk.

**Public Works:** PWS Collocola read from the attached report. Mayor Brown said he had spoken with PWS Collocola about the public parking signs. Trustee Van De Water said he will be meeting with PWS Collocola to go around the Village for sign placement.

**Water and Sewer:** Scott Osborne from VRI read from the attached water and sewer reports.

Additional Comments: Mr. Osborne thanked PWS Collocola for clearing the trees during the storms.

**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 Van De Water and all were in favor.

### March 13, 2018 Voucher Totals

#### Vouchers 17245-17289

|                          |             |
|--------------------------|-------------|
| A - GENERAL FUND         | 48,155.99   |
| F - WATER FUND           | 2,180.34    |
| G - SEWER FUND           | 8,136.54    |
| H - CAPITAL PROJECTS     | 900.00      |
| TA - TRUST & AGENCY FUND | 832.00      |
| T - TRUST FUND           |             |
|                          | <hr/> <hr/> |
|                          | 60,204.87   |

#### VI. Trustee Updates:

**Deputy Mayor Rochfort:** Told the Board he will be meeting with the sign committee March 24<sup>th</sup> and is also meeting with the MBA about signs. He also reported he will be going to the bank and reviewing the contents of the Village safety deposit boxes.

**Trustee Herzog:** Attended a Dutchess County CAC meeting with David Greenwood at the Farm and Home Center.

**Trustee Van De Water:** Said he will be meeting with PWS Collocola on Friday to discuss parking signs and locations.

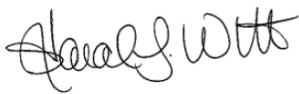
#### VII. Mayoral Updates:

Mayor Brown told the Board that he and PWS Collocola will be attending the Tree City USA meeting on March 29<sup>th</sup> in Albany. Mayor Brown said Mr. Molinaro will be doing the State of the County at the Town of Washington Town Hall on March 28<sup>th</sup> at 6 PM and that the Village will be posting that announcement. He also told the Board that we received the Green Briar sewer connection payment and it will be posted in Capital Improvements and they have two annual payments remaining. Mayor Brown made an announcement that St. Joseph's have filled out an Public Assembly permit for Palm Sunday, March 25, and will be doing a parade down Franklin Ave.

**VIII. Public Comment:** The Board had a time of public participation. Dutchess County Legislator Deidre Houston presented the Board with a handout about available funding opportunities through the Cornell Cooperative Extension, Mayor Brown had thanked Ms. Houston for thinking of the Village and bringing the handout (attached). He had also read through the handout and didn't see any that the Village can apply for at this time and encouraged Ms. Houston to continue to come to meetings. No actions were taken during the time of public participation.

**IX. Adjournment:** Mayor Brown made a motion to adjourn the meeting at 8:17 PM seconded by Deputy Mayor Rochfort and all were in favor.

Respectfully Submitted by:



Sarah J. Witt Village Clerk/Treasurer