

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

April 10, 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 (entered at 7:20 PM) Officer Witt, Public Works Supervisor (PWS) Collocola, Chief Bownas, FD President Rochfort, Attorney Valk and Clerk Witt.

Absent: Trustee Van De Water

II. Administrative Business:

Ambulance Bid: Mayor Brown informed the Board that the ad for the ambulance bid has been put in the paper and the bid opening is set for May 8th at 7 PM which will be the 1st Board meeting in May. Chief Bownas said he will review the bids that come in after they are recorded.

Minutes: Trustee Herzog made a motion to accept the minutes of 3/27/2018 seconded by Deputy Mayor Rochfort and all were in favor.

III. New Business:

MECEC Vote for Tree Planting: Trustee Herzog made a motion for MECEC to move forward with getting donations for the tree plantings seconded by Deputy Mayor Rochfort and all were in favor.

SEQRA Resolution for Water Treatment Plant- William Bright: Mr. Bright explained the resolution is for the Village of Millbrook declare lead agency (attached). Mayor Brown read the resolution for the record and then made a motion to accept the resolution seconded by Deputy Mayor Rochfort, Trustee Herzog voted aye, Trustee Hicks and Trustee Van De Water were absent for the vote.

IV. 2018/2019 Budget Review and Public Hearing:

Mayor Brown explained he will be going through the tentative budget line by line with the exception of personal services which will be discussed in executive session. He also explained the public comment portion of the Public Hearing will be for budget questions only and he asked that people stick to five minutes or less. Trustee Hicks entered the meeting at 7:20 PM. After the Mayor had gone through the tentative budget line by line, Trustee Herzog made a motion to open the Public Hearing, seconded by trustee Hicks and all were in favor.

Tim Collopy, Village resident, asked if the Village is going to work on consolidated services with the Town that will be reflected in the budget. Mayor Brown said he wanted to work closer with the Town to get things we needed to mutually get done through shared services. Things like fire and ambulance service, road salt, trainings and fuel contracts. Mr. Collopy asked about consolidating personnel with the Town. Mayor Brown said there were no talks about that. Mr. Collopy asked why the franchise fees have dropped as compared to 2017. Mayor Brown said he would have to look into it, but it is based on sales. Mr. Collopy asked why the CHPS capital line that has grown. PWS Collocola said we are expected to receive about \$48,000.00 for CHPS. Mr. Collopy asked about the contingency line and why it has been put up about \$24,000.00 and could the rationale be explained. Mayor Brown said the line is in case of some event or something has gone wrong. He also said the State says it is a good idea to have a line like that in the event something happens.

Gary Ciferri, Town Supervisor for the Town of Washington, asked about the fire truck reserve and commented about the transfer that had not been done for two years. Mayor Brown said the bank balances are truer than the KVS budget report. Mayor Brown said the Board had corrected the two-year fire truck reserve transfer that was remised in 2015 and 2016 last year (2017) and put in \$180,000 in the fire truck

reserve account. Mayor Brown said the May 2018 bank balance will reflect the \$60,000.00 for this year's fire contract.

Mary Keelan, Village resident, had a question about the franchise fee line-if it was all from Altice. Mayor Brown said the fees are from other franchises involved besides Altice. Ms. Keelan asked to what extent did the cable franchise fee help to set up the cable channel. Mayor Brown said the cable franchise fee didn't help with the channel set up. Mayor Brown stated the equipment was purchased through a donation from Tribute Gardens. Ms. Keelan asked where in the budget is the revenue from the donation from Tribute Gardens for the cable equipment. Mayor Brown said it would not be in this budget, because it was donated last year. He also said it is not considered revenue because it is a donation. PWS Collocola asked about the \$23,000 for the street lights, if that money is for the LED lights. Mayor Brown said it is not for purchasing LED bulbs it is for the electric bill for the street lights. Mayor Brown made a motion to close the public hearing, seconded by Trustee Hicks and all were in favor.

V. Departmental Reports:

Fire Department: Chief Bownas read from the attached March report.

Additional comments: Mayor Brown informed the Board that he would like to have a forum with Green Briar, Trustee Hicks, Chief Bownas and himself to have a conversation how we can help Green Briar, and how they can help us.

Police Department: Officer in Charge Witt read from the attached March report.

Additional comments: Officer Witt told the Board the police department complete domestic violence training in Millerton that was offered through the County. He also said Officer DelGiudice and he completed Special Resource Officer Training (SROT) at no cost to the Village which was also offered by the County. He said the SROT helps with a deeper understanding of juvenile law.

Public Works: PWS Collocola read from the attached report.

Additional Comments: Brush removal is meant for brush and not land clearing. Brush season is April 1st- June 1st. Arbor Day ceremony will be on April 27th in front of the Village Hall somewhere around 10 AM, he is just waiting on conformation from the schools.

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

Additional Comments: Mr. Osborne said the water and sewer numbers are abnormally high because there is a water leak and he is currently looking for it. He said if anyone sees anything to let him know.

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.

April 10, 2018 Voucher Totals

Vouchers 17334-17364

A - GENERAL FUND	117,957.86
F - WATER FUND	1,444.86
G - SEWER FUND	7,361.69
H - CAPITAL PROJECTS	1,620.00
TA - TRUST & AGENCY FUND	3,693.50
T - TRUST FUND	

132,077.91

VI. Correspondences:

Mayor Brown read from the attached NYS DEC letter about the Village Dam that explains it has been officially changed to a lower class – Class A Low Hazard. Mayor Brown then read from an email he received from the Office of the State Comptroller about an audit (attached). Mayor Brown read a letter from Richard Hackenburg who is the general manager of the Millbrook Golf and Tennis (attached).

Mayor Brown says the fireworks are something that happens every year and that the Village will have police scheduled. Mayor Brown said he will inform Mr. Hackenburg that he doesn't see an issue with them holding the fireworks. Mayor Brown then read from a letter from NYPIRG (attached).

VII. Trustee Updates:

Deputy Mayor Rochfort: Stated he and Trustee Hicks will be attending the NYCOM conference May 6-8th. He then read from a Haight Trust letter he found in the safety deposit box. He said he is still looking for information from the Lamont Christmas Trust. Deputy Mayor Rochfort said the sign committee meeting that was held on March 24th was very productive and the findings will be typed up by Heather LaVarnway to be available soon. He then said he attended the Thorne Building Committee Meeting 4/9/18 and said there is now a website available- Thornebuilding.org.

Trustee Hicks: Told the Board he has talked with a local artist about refurbishing the Christmas decorations and will have quotes to bring back to the Board. He said he had gotten a quote for the tennis courts. Mayor Brown said the quote submitted is more for complete reconstruction of two courts and not repairs. Ms. Huenis said there is a quote that will be emailed to the Mayor that will be for repairs.

Trustee Herzog: Said he and Ms. Arbogast have been working on the garbage bin situation on Franklin. Ms. Arbogast handed out papers on the research she had done (attached). Trustee Herzog then passed out proposed changes to the Village Code with regards to garbage. Mayor Brown said he appreciates all the work done on this thanked Ms. Arbogast for all her research.

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

IX. Executive session: Mayor Brown made a motion to enter into executive session for employment history of particular persons and does not intended to take any action seconded by Trustee Herzog and all were in favor. Mayor Brown made a motion to exit executive session, no actions were taken, and adjourned the meeting at 10:28 PM seconded by Trustee Herzog and all were in favor.

Respectfully Submitted by:



Sarah J. Witt Village Clerk/Treasurer