

**Village of Millbrook Board of Trustees**  
**Village Hall – 35 Merritt Avenue, Millbrook NY 12545**  
**Meeting Minutes**  
10 July 2018

**I. Call to order:**

Mayor Brown called the meeting to order at 6:30 PM leading with the Pledge of Allegiance.

**Roll Call:** Mayor Brown, Deputy Mayor Rochfort, Trustee Herzog, Trustee Hicks, Trustee Van DeWater Attorney Valk, PWS Collocola, OIC Witt, Scott Osborne (VRI)

**II. Administrative Business:**

- **Meeting Minutes:** Trustee Hicks made a motion to accept the minutes of 6-26-18. Trustee Herzog made a second motion for approval – all were in favor. Motion passed.

**III. Old Business:**

- **Verizon Contracts:** The Contracts will be signed by Mayor after meeting
- **Rich Renna:** Mr. Renna will be available for the July 24<sup>th</sup> meeting to be formally hired as Planner for the Village Planning Board.

**IV. New Business:**

- **AUD (Annual Update Document):** Mayor Brown reported that the village is moving towards the goal of new software to aid in gathering of the information required for the state end of the year report. The Mayor reported that there is not funding in this years budget but hopefully next year there will be for financing a different ledger system. The Mayor reported that village could avoid an estimated \$2500 expense if this was completed in house.
- **Public Works Dump Bid:** Submitted bids will be opened at 7:00 PM.

**V. Department Reports:**

- **Fire and Rescue:** Due to the Fireman's Carnival being set up, and in the absence of Chief Bownas and President Rochfort, Trustee Hicks read the Fire and Rescue report as submitted by Chief Bownas. Mayor Brown stated that the response time to a recent call in Millbrook Hollow was excessive. The Mayor and Trustee Hicks will discuss this with the resident at Millbrook Hollow. There were no further questions for Trustee Hicks.
- **Police Department:** Before reading his report Officer Witt reported that Officer Naughton was on the EMS call at Millbrook Hollow. Officer Witt read the Police report for the Month of June. Officer Witt reported that Mrs. Aluisio will graduate phase I tomorrow (July 11<sup>th</sup>). Mrs. Aluisio has already started with phase II with expected completion on July 24<sup>th</sup>. Officer Witt reported that the fireworks "went without a hitch" and there

were no issues with vandals. Officer Witt also reported that the village police will be assisting the Fire Department at the Carnival. Officer Witt further reported that there is an ongoing investigation with the Millbrook Pride flags being stolen and that a person of interest has developed. Deputy Mayor Rochfort asked about the Geraniums on Franklin Avenue as he heard they were also vandalized. It was reported that this matter was corrected by a good Samaritan.

- **Public Works:** PWS Collocola read his report for the month of June. Mr. Collocola reported that there is a request from the library to make the spot designated for book drop off along Friendly lane a handicap parking. Discussions took place on this request resulting in the fact that it would not be a good idea as the spot is adjacent to a traveled roadway. Mr. Collocola reported that the Arbor Day tree was replaced with new.
- **Water and Sewer:** Scott Osborne from (VRI) read his monthly sewer and water reports from June. Mr. Osborne submitted to the board price quotes for fencing to be located at the sewer plant and also at the water treatment plant. The price quotes will be reviewed by the board. Mr. Osborne also submitted a price quote of \$419.00 for the purchase of a fan belt for the generator at the sewer plant. The next service for the generator will not be until December. Mayor Brown authorized Mr. Osborne to go ahead with this expenditure. There were no questions from the board for Mr. Osborne.

**VI. New Business:**

**Public Works Truck Bid:** The following bids were received for a 2019 Ford 550 Mini Dump:

Bayer Ford (Morristown New Jersey) -	\$45,104.00
Metro Ford (Schenectady) -	\$58,055.00
North East Ford (Millerton) -	\$56,213.00

The Bids will be reviewed by the Public Works Superintendent

**VII. Treasurer Report:** Mayor Brown reported that 85% of the tax levy has been collected. The mayor also reported that there will be one more budget appropriations day to get the budget on line.

**VIII. Voucher Totals:** Voucher totals for the fiscal year (end of May to end of June) totaled \$70,220.00. The Mayor made a motion for the Deputy Clerk to be able to pay the vouchers. Trustee Herzog made a second motion for approval. All were in favor and motion passed.

**IX. Trustee Updates:**

- **Deputy Mayor:** Deputy Mayor Rochfort announced that he did not have much to report for this meeting except that once again there was a sign committee meeting held at his house on July 8<sup>th</sup>. There will be another meeting scheduled for August 4<sup>th</sup>.
- **Trustee Hicks:** Trustee Hicks reported that the Fire Department is moving forward with the process of purchasing a new truck. The Fire Department

will be replacing the two doors on the balcony of the Fire Department building. Trustee Hicks stated that he tested a small area of the tennis court with simple green and was not happy with the results.

- **Trustee Herzog:** Trustee Herzog reported that there is a working group meeting for WIC. He attended the Gay Pride event and discussed garbage planning with Buffy. Trustee Herzog stated that the Fire Works went off extremely well and that he watered the new tree in front of George T. Whalen's. The Trustee will be going to Briarcliff cemetery for an Eagle Scout project.
- **Trustee Van De Water:** Trustee Van De Water apologized for missing the last board meeting as he was on active duty at Fort Drum for ten days. He attended a community day meeting and reported that games usually held at the Thorne Building lawn will now be at the village green. Trustee Van De Water stated that he has finalized a power point presentation for Comprehensive planning that he will be giving at the July 24<sup>th</sup> meeting.

- X. **Public Comment:** Discussions from the public were on the vandalism surrounding the gay pride flags and on the proposed sidewalk from Franklin Avenue to upper Maple Avenue.
- XI. **Adjournment:** Trustee Van De Water made a motion for adjournment at 7:45. Deputy Mayor Rochfort made a second motion for approval. All were in favor and meeting adjourned.

Respectively Submitted by:



Joseph A. Rochfort  
Deputy Mayor  
Village of Millbrook