

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

I. **Call to order:**

Mayor Brown called the meeting to order at 6:29 PM leading with the Pledge of Allegiance.

Roll Call: Mayor Brown, Deputy Mayor Rochfort, Trustee Herzog, Trustee Van DeWater Attorney Valk (8:30 on) Robert Flores, P. E. (Deleware Engineering).

II. **Administrative Business:**

- **Meeting Minutes:** Mayor Brown had the following comments in regards to the minutes of July 10th: Rich Rennia would be available for the first planning board meeting and not today's (Board of Trustees July 24th meeting). The PSA (Professional Service Agreement) will however be signed today. The Mayor wanted to make clear that the resident, not himself, felt that that Emergency response time was excessive. The Mayor feels he personally could not judge as to whether the response time was excessive. In Trustee Hicks report on the Fire Department the word Fired Department shall be changed to Fire Department. With these changes to the minutes duly noted Trustee Van DeWater made a motion for approval of the minutes. Trustee Herzog made a second motion for approval. All were in favor – motion passed.
- **Fireman's Carnival:** The Mayor reported that the parade was large and the carnival was well attended.

III. **Old Business:**

- **Dates to Remember Cards:** Cards with noted dates such as brush cleanup will be sent to residents via the water bill. Mayor Brown stated that charges for excessive residential cleanup will be applied after one dump truck load.
- **Department of Public Works Vehicle:** A letter of intent was sent to the vendor (Beyer Ford, Morristown, New Jersey) for the purchase of the new dump truck.
- **Millbrook Arts Group:** A letter from the Mayor was sent to Ann Gifford of Millbrook Arts Group in regards to the banner that was hung on the band shell. The letter informs the Arts Group to have the banner removed by August 25 with any damages that may occur to be rectified. The Mayor reported that Mrs. Gifford responded to the letter with an apology.
- **Barton and Logudice:** A letter of separation was sent to Barton and Logudice (planners for the village) as Rich Rennia will be hired in their place.
- **Rich Rennia PSA and Resolution:** Trustee Van DeWater read the resolution to Hire Rich Rennia as village planner. Trustee Herzog seconded the resolution. All trustees were in favor and resolution passed.

IV. New Business:

- **Water Tower:** After discussions with Robert Flores, P. E. of Delaware Engineering it was decided to rebid vs. renegotiate the water tower painting contract. Mayor Brown stated that he was not comfortable with renegotiating with the apparent low bidder and reported that village attorney Valk recommended rebidding this project. Trustee Herzog made a motion to re-advertise the water painting project. Deputy Mayor Rochfort made a second motion for approval - all were in favor and motion passed. Trustee Mike Herzog made a motion to reject all Water Painting Bids received on July 10th. Trustee Van DeWater made a second motion for approval – all were in favor and motion passed.
- **Resolution WIIA/IMG funding application:** In regards to the Water System Improvement project a new resolution to apply for Water Infrastructure Improvement Act (WIIA) and Inter-Municipal Grant (IMG) state funding became necessary as the deadlines to file were extended. Trustee Van DeWater made a motion to approve this resolution and Trustee Herzog made a second motion – all were in favor and motion passed.
- **VFW – Wall Repair:** The Mayor reported that the VFW hired a contractor to repoint the wall adjacent to the VFW building. The work resulted in a bill of \$14,500. Mayor Brown reported that the said work was conducted without his or any board members knowledge. Mayor Brown read a letter that he will send to the VFW stating that it is not the responsibility of the village to pay for this work and suggestions for fundraising were stated in the letter.
- **Appropriations final – closing out year 2016-2017:** Although on agenda this did not happen and will take place at next board meeting.
- **Medical Deduction Funding 6 months:** Mayor Brown explained that the village funding for medical coverage (for village employees who have health coverage) account is funded about every six months with monies taken from the A fund and put into the Medical Checking account. Authorization was needed to move money back to the A fund from the medical checking account. Said money were funds not used in the year 2017-2018. This is a method necessary to keep years separated with spending allowance. There were no questions from the board in regards to this matter.
- **“Welcome to Village” Signs:** Mayor Brown reported that he met with members of the Millbrook Rotary Club prior to this meeting. The Mayor reported that the “Welcome to Millbrook” signs will be taken down and repaired in a joint effort between the Rotary and the Village.
- **Comprehensive Plan:** Trustee Van DeWater gave a presentation via handouts for his proposed Comprehensive Plan. Questions were received from the public. Trustee Van DeWater suggested that a committee will now need to be formed and will approach two citizens regarding this. It was decided that proposed committee members would need to reside in the Village of Millbrook.

V. **Trustee Updates:**

- **Deputy Mayor:** Deputy Mayor Rochfort reported that there is a new press release posted on the Thorne Building.org site. The Deputy Mayor also reported that he is in conversation with Chuck Walter at the NYSDOT. He was advised that the pole signs that Millbrook Business Association would like to place in village will not be allowed by the NYSDOT. In regards to the two signs MBA would like to place at entrances to the village the Deputy Mayor is working with DOT to come up with a possible solution. He informed everyone that a Use and Occupancy Permit application needs to be filed.
- **Trustee Herzog:** Trustee Herzog reported that he attended a Wappinger Intermediate Council (WIC) meeting. He attended a walk through at IES to review their plans for a solar farm.

VI. **Mayoral Update:** Mayor Brown reported that the curbing at the monument has been fixed and it looks nicer than it has in a long time. He will be working with Mr. Waters to have bollards placed there as well. The Mayor announced that he is looking into having 7/24 ambulance coverage as volunteers are decreasing and resident complaints are increasing regarding time it takes for ambulance to appear on the scene.

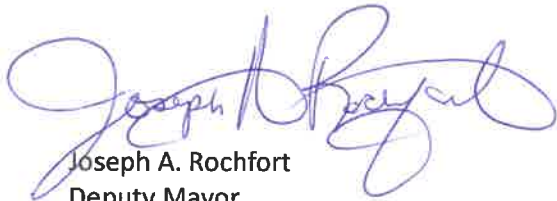
VII. **Public Comments:** Discussions from the public included Fall brush pickup, ambulance coverage, Who pays for lights at Welcome to Millbrook signs, and a request to have center line striping on side roads entering Franklin Avenue.

VIII. **Executive Session:** At 8:44 Deputy Mayor Rochfort made a motion to enter into Executive Session. Trustee Herzog made a second motion. The board entered into executive session in the presence of village attorney Valk. At 8:59 Deputy Mayor Rochfort made a motion to exit executive session. Trustee Van DeWater made a second motion.

IX. **Voucher Totals:** Voucher totals for May 2018 totaled \$4.14. Voucher totals for June 2018 totaled \$70,634.20. Trustee Van DeWater made a motion for the Deputy Clerk to be able to pay the vouchers totaling \$70,638.34. Trustee Herzog made a second motion for approval. All were in favor and motion passed

X. **Adjournment:** Trustee Van De Water made a motion for adjournment at 9:00. Trustee Herzog made a second motion for approval. All were in favor and meeting adjourned.

Respectively Submitted by:



Joseph A. Rochfort
Deputy Mayor
Village of Millbrook