

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

April 9, 2019

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, Trustee Rochfort, Trustee Herzog, Trustee McGrane, Deputy Mayor Collopy, Officer in Charge (OIC) Witt, Fire Chief Bownas, Fire Department (FD) President Rochfort, Attorney Valk and Clerk Witt.

II. Administrative Business:

Trustee Herzog made a motion to accept the minutes of February 26 and March 12, seconded by Trustee McGrane and all were in favor.

Voucher Totals: Mayor Brown read from the Voucher Totals. The March 26 meeting had been cancelled and the utilities bills were paid.

March 26, 2019 Voucher Totals

Vouchers 18361-18368	
A - GENERAL FUND	9,882.21
F - WATER FUND	
G - SEWER FUND	
H - CAPITAL PROJECTS	
TA - TRUST & AGENCY FUND	
T - TRUST FUND	
9,882.21	

April 9, 2019 Voucher Totals

Vouchers 18369-18428	
A - GENERAL FUND	74,669.32
F - WATER FUND	18,473.99
G - SEWER FUND	15,358.37
H - CAPITAL PROJECTS	21,182.35
TA - TRUST & AGENCY FUND	1,345.36
T - TRUST FUND	
131,029.39	

Deputy Mayor Collopy made a motion to accept the totals as presented, seconded by Trustee Rochfort and all were in favor.

Mayor Brown read the Budget Adjustments- Resolution 005-2019. Mayor Brown made a motion to accept the Budget Adjustments as presented, seconded by Trustee Rochfort and all were in favor.

Resolution 005-2019

Budget Adjustments – Presented at 04/09/2019 Board Meeting

By this resolution the Board of Trustees authorizes the following transfers necessary to fund underfunded operating lines:

1	From: A.1440.0400- Engineer/ Consultant	\$2828.27
	To: A.1460.0400- Records Management	\$2828.27
2	From: A.1640.0200- Central Garage Equip	\$3220.32
	To: A.1640.0400- Central Garage CE	\$3220.32
3	From: A.1680.0200- Central Data- Equip	\$2500.00
	From: A.1990.0400- Contingency	\$720.32
	To: A.1680.0400- Central Data CE	\$3220.32
4	From: A.1920.0400- Municipal Association Dues	\$6.63
	To: A.1950.0400- Taxes on Village Properties	\$6.63
5	From: A.3120.0200- Police Equipment	\$2194.92
	To: A.3120.0400- Police CE	\$2194.92
6	From: F.8310.0200- Water Cap Imp	\$5200.00
	From: F.8340.0400- Utilities/ Repair	\$5000.00
	To: F.1910.0400- Liability Insurance	\$10200.00
7	From: G.8110.0400- Operations	\$15965.57
	To: G.1910.0400- Liability Insurance	\$5705.80
	To: G.8130.0405- Utilities/M&O/Generator	\$10259.77

These entries are to be Budget Adjustment Entries done by the Treasurer.

Motion Made By: Mayor Brown AYES: 5
 Seconded By: Trustee Rochfort NAYS: 0

III. 2019/2020 Budget:

Mayor Brown opened the Public Hearing for the 2019/2020 Budget. Mayor Brown read through the budget. He said the tax levy amount is \$950,000 which is below the Village's allowable tax cap. He explained a major reason why the taxes had gone up is due in part to the request from the public for 24/7 paid ambulance service coverage. Mayor Brown said he budgeted for the 24/7 ambulance coverage in the event it is definitively approved between the Village Board and Town Board. After the Board reviewed the budget, Mayor Brown opened the meeting for public comment. Mary Keelan, Village resident, asked about if paying down the debt meant paying BONDS/BANs off. Mayor Brown said yes, we paid off a couple of BANs to avoid converting them into BONDS. He said the two BONDS we have outstanding are Bedrock Well and Oil Spill and the Village also has an SIB (Statutory Installment Bond) for four years for the new Highway Truck. There were no further questions or comments from the Board or Public. Deputy Mayor Collopy made a motion to close the Public Hearing, seconded by Trustee McGrane and all were in favor.

IV. New Business:

24/7 Ambulance Meeting: Mayor Brown asked for a poll/ soft (unofficial) vote from the Board about having 24/7 coverage. Trustee Herzog said he was in favor of the 24/7 plan. Trustee Rochfort said he was in favor. Mayor Brown said he was in favor. Trustee Collopy said he was in favor. Trustee McGrane said he was in favor. Trustee Herzog commented that emotions were running high at the meeting. He said volunteerism all around has gone down across all venues, but the safety of the Village and Town are very important. Trustee Rochfort said he was amazed more people didn't attend the meeting. He said he would like the Rescue Squad to remain and to work with the 24/7 service. Deputy Mayor Collopy said it was a good meeting. He said he would like clarification on mutual aid. He would also like reports from NDP as stated in the contract. Trustee McGrane said he was shocked by some of the comments from the Rescue Squad members, but he would like the Rescue Squad to continue. He said he hopes more will volunteer. Mayor Brown said he does not want the Rescue Squad to go away and would love for them to cover school games and events and handle the second calls that come in.

Arbor Day Proclamation: Mayor Brown read from the Arbor Day Proclamation for 2019. Trustee Herzog made a motion to accept the Arbor Day Proclamation, seconded by Trustee McGrane and all were in favor.

V. Departmental Reports:

Fire Department- Fire Chief Bownas: Read from the attached monthly report.

Additional Comments: Mayor Brown opened the truck bids for the Fire Department Chief's truck. Ruge's is the only bid. The bid is for 45,100.00. Mayor Brown asked about how much will the accessories for the truck be. Fire Chief Bownas said about \$8000-10000. Deputy Mayor Collopy made a motion to accept Ruge's bid, seconded by Trustee Herzog and all were in favor.

Police-OIC Witt: Read from the attached monthly report.

Additional Comments: OIC Witt said he had spoken with Sgt. Peruse of the NYS Police concerning trucks traveling on Franklin Ave. And he and Sgt. Peruse spoke with Ed Goff of the DOT. OIC Witt was informed that Franklin Ave is a control accessed highway and allows for truck trailers up to 53' long. If the Village chooses to seek de-designation from a limited access highway, the allowable trailer length will be 48' instead of 53'. OIC Witt says that will not affect trucks that are delivering in the Village. Trustee McGrane asked how many speeding tickets were given on Franklin. OIC Witt said he didn't know off the top of his head, but he did write a few cellphone tickets on Franklin. Trustee McGrane asked about Village Code about curbing dogs. OIC Witt said it's in the Code and it is a violation.

Public Works- PWS Collocola: Read from the attached report.

Additional Comments: Deputy Mayor Collopy thanked PWS Collocola for installing the sign near Front and Russell Knolls. He asked about the stop sign coming out at Russell Knolls. Mayor Brown said that would have to be a Local Law for a stop sign and will discuss at a later time.

Water & Sewer- Scott Osborn (VRI): Read from the attached Water and Sewer reports.

Treasurer- Clerk Witt: Read from the attached treasurer and building department reports.

Additional Comments: Clerk Witt reminded the Board that the annual Violence in the Workplace and Sexual Harassment trainings are April 16th and April 17th.

Attorney- Rebecca Valk: Read from the attached Attorney's report. Attorney Valk said in addition to her list she will be adding the Local Law for the stop sign.

Additional Comments: Mayor Brown said he would like to sit down with her and tighten things up. He asked her to hold off on some projects until the budget is passed. He told her to continue with the Sign Committee and Shade Tree Commission.

VI. Trustee Updates:

Trustee Rochfort: Said he met with Deputy Mayor Collopy on March 18th regarding Village lawyer responsibilities. March 27th, he received draft edits from Attorney Valk, and he will send out to all the Boards. The Welcome to Millbrook signs invoice will be settled with the Rotary in the next few weeks. He said he reached out to Lisa Hickey of the OSC concerning the bank accounts and using the balances and she recommends the OSC attorney to talk to the Village attorney. She also said she could not discuss with Board trustees. He asked Mayor Brown what he should do. Mayor Brown said to put it on the backburner until after May 1st.

Trustee Herzog: Said he researched the Village Hall basement files about the bank accounts. April 3rd he attended CAC meeting. Attended WIC meeting April 3rd to plan for meeting on April 19th. April 8th attended the EMS meeting for 24/7 coverage. Met with Trustee McGrane concerning the Shade Tree Commission and the draft is with Attorney Valk for review.

Deputy Mayor Collopy: DC Board of Elections asked and has been cleared to use the Firehouse for early voting, it will be for nine days. Followed up on Mayor Brown's request for handicap parking space in front of the Village Hall. PWS Collocola said Building Inspector McLaughlin will be looking into the Code and getting back to him.

Trustee McGrane: Attended Tree City USA ceremony with Deputy Mayor Collopy. He said he met with George Profus and was told that Trustee Herzog submitted a grant application and had the committee reviewing the application would have opened the attachments, Millbrook would have received the grant. He said the Village should reapply for the next grant that comes around. Trustee McGrane said he will be attending a discussion on "Is Your Main Street A US Highway?" in Orange County on April 10th.

VII. Mayoral Updates: Said Bulls Head Road will be repairing a bridge in Stanfordville. He got a request from the Golf and Tennis for the fireworks in July and will discuss and hopefully approve at the next Board Meeting.

VIII. Public Comment: Questions and comments included the Bennett College progress. Trustee Rochfort did not have an update, but he will ask. Mayor Brown said to approach the Bennett Commons Board. Mary Keelan asked about emails being retained if the public asked and asked for a copy of the Thorne Contract. Deputy Mayor Collopy said he would send her a copy once it is available. Bea Mortiz, Village Resident asked about dog curbing. Mayor Brown said they will add an addition dog bag station.

IX. Executive Session: Mayor Brown made a motion at 9:00 PM to enter into executive session to discuss personnel and budget seconded by Deputy Mayor Collopy and all were in favor.

The executive session:

9:26 – Motion by Trustee Herzog to accept salaries, seconded by Deputy Mayor Collopy and all were in favor.

9:46 – Motion to end execution session made by Mayor Brown, seconded by Trustee Herzog and all in favor.

9:48 – Mayor Brown made motion to reopen board meeting, seconded by Deputy Mayor Collopy and all were in favor.

- X. Adjournment:** Mayor Brown made a motion to adjourn the meeting at 9:48 PM, seconded by Deputy Mayor Collopy and all were in favor.

Respectfully Submitted by:

A handwritten signature in black ink, appearing to read "Sarah J. Witt". The signature is written in a cursive style with a large initial "S".

Sarah J. Witt Village Clerk/Treasurer