

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

May 14, 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, Public Works Supervisor (PWS) Collocola, Fire Chief Bownas, Fire Department (FD) President Rochfort, Attorney Mackey and Clerk Witt.

II. Administrative Business:

Minutes: Trustee McGrane made a motion to accept the minutes of April 23, 2019, seconded by Trustee Rochfort and all were in favor.

Voucher Totals: Mayor Brown read from the Voucher Totals.

May 14, 2019 Voucher Totals

Vouchers 18469-18536

| | |
|--------------------------|------------------|
| A - GENERAL FUND | 59,806.91 |
| F - WATER FUND | 12,085.36 |
| G - SEWER FUND | 19,418.02 |
| H - CAPITAL PROJECTS | |
| TA - TRUST & AGENCY FUND | |
| T - TRUST FUND | 7,600.00 |
| | <u>98,910.29</u> |

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

III. Old Business:

Zoning Map Correction: Mayor Brown announced there will be a Public Hearing on the Zoning Map at the May 28th meeting.

Enhanced Software: Mayor Brown said the Board will discuss upgrading from KVS General Ledger (GL) Software to Enhanced at the next Board meeting.

Fire Chief Truck: Mayor Rod read from the attached Resolution (006-2019) for the records.

IV. New Business:

Geoff Horton: A member of the Public Works Department, Geoff Horton, has been working for the Village of Millbrook for 20 years. Mayor Brown invited the Board of Trustees to a lunch at Maura's Kitchen on Friday, May 17, 2019 at noon celebrate this event.

Public Assembly Permits: Mayor Brown tabled the Home Show Permit application until he receives approval from the 501c3 to use the Throne Building grounds. Mayor Brown read the application from the VFW for the Memorial Day Parade. Trustee McGrane made a motion to approve the Public Assembly Permit, seconded by Deputy Mayor Collopy and all were in favor.

Hunter Rental Contract Agreement: Mayor Brown read the attached contract agreement between Hunter Rental and the Village of Millbrook. Trustee McGrane said he had no questions but would like to see the laundromat open. Trustee McGrane made a motion for Mayor Brown to sign the contract, seconded by Trustee Herzog and all were in favor.

Central Baptist 100 Year Proclamation: Mayor Brown had Sister Terri Irving from Central Baptist Church read a Proclamation prepared by the Village to Central Baptist Church to commemorate their 100th Year (attached). Mayor Brown then signed the Proclamation and thanked the Central Baptist for coming to the meeting and for including the Village of Millbrook in their celebration.

V. Departmental Reports:

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

Additional Comments: Fire Chief Bownas told the Board the new Fire Chief truck is out for lettering. Trustee McGrane asked if the Rescue Squad will be staying. Fire Chief Bownas said they would be staying.

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

Additional Comments: OIC Witt said he had received three halogen bars from his request letter he had mailed out to the local Fire Departments (FD). The Police Department (PD) received two from Pleasant Valley FD and one from Stanford FD. He reported the Millbrook FD will be giving the PD training on using the halogen bars.

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

Additional Comments: PWS Collocola said there is a lot of debris after rain events that end up in the catch basin on Valley Farm Rd from Old Orchard Ln. He asked what could be done of that. Attorney Mackey suggest a letter be sent to the owners of the road to be put on notice, as it is a private road. Mayor Brown said to hold off on the letter until the attorney situation is resolved. Deputy Mayor Collopy asked if there can be a full stop line painted on the exit lane from Front St (by the Firehouse) that exits onto Franklin, as people get confused and enter from Franklin in the exit lane. PWS Collocola said he would ask Easystreet if they would paint a full line on the exit side.

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: Mayor Brown said the Water Fund needs to pay back the General Fund and would like to look at the accounts but would like to make a payment of at least \$15,000.

Attorney- Joshua Mackey: Had no report.

VI. Trustee Updates:

Trustee Rochfort: Said he had no updates.

Trustee Herzog: Said he went to a canoe derby in Pleasant Valley on April 23rd to distribute WIC information. He said he helped PWS Collocola with a down tree. Trustee Herzog thanked the Fire Department for the invite to the Annual Installation Dinner. He said he will have more information about WIC at the next meeting for the Board.

Deputy Mayor Collopy: Said he reviewed a year to date NDP 911 Call report (attached). He said the call response time was comparable to last year's numbers.

Trustee McGrane: Said he spoke with Ed Goff (NYS DOT) and the State will be looking into where they will be placing the speed limit signs (one possibly two signs) and a cautionary speed sign by Grace Church on Franklin. Mr. Goff said NYS would be willing to give Franklin Ave over to the Village if the Village wanted to move forward with that. Trustee McGrane said Mr. Goff will also be looking into the possibility of reducing the speed to school zone speeds (near the Thorne Building), due to the two pre-schools. Trustee McGrane said there will be a Sip and Shop event on May 24th and there will be a Millbrook Pride event at Barbaro on June 15th 2-4 PM, there will be appetizers and a cash bar. He said all are welcome.

VII. Mayoral Updates: Read a letter from Michael Flannigan (attached). He reminded everyone that May 21st is the School Vote from 12 pm- 9 pm at the Middle School. Mayor Brown announced the Millbrook Library Annual Literary Festival is on May 18th. He said he and OIC Witt will be attending Police Memorial ceremonies at the Sheriff's Office (May 16th) and at Troop K (May 24th). Mayor Brown then read into record an email from Attorney Valk stating she will no longer be attorney for the Village of Millbrook Trustees (attached).

VIII. Public Comment: Judith Balfe, from the Millerton News Paper, said the school vote will be for school board members and school budget. She was happy to see the meetings posted to the website, but that the

audio on the video of the meetings, at times, can be hard to hear. Mayor Brown said the comments were noted. No actions were taken during public comment.

IX. Executive Session and Adjournment: Deputy Mayor Collopy made a motion at 8:23 PM to enter into executive session to discuss personnel, seconded by Trustee Rochfort and all were in favor.

The executive session: No actions were taken during Executive Session. Deputy Mayor Collopy made a motion to exit executive session and adjourn the meeting at 8:54 PM, seconded by Trustee McGrane 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, flowing style.

Sarah J. Witt Village Clerk/Treasurer