

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

August 13, 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, Fire Department (FD) Chief Bownas, FD President Rochfort, Officer in Charge (OIC) Witt, Public Works Supervisor (PWS) Collocola, Attorney Mackey and Clerk Witt.

II. Administrative Business:

Minutes: *Motion* made by Deputy Mayor Collopy a to accept the June 25, 2019 minutes pending noted changes, seconded by Trustee Herzog and all were in favor. *Motion* made by Deputy Mayor Collopy to accept the July 23, 2019 minutes, seconded by Trustee Rochfort and all were in favor.

Voucher Totals: Mayor Brown read from the Voucher Totals.

July 31, 2019 Voucher Totals

Vouchers 18747 & 18748	
A - GENERAL FUND	63,791.70
F - WATER FUND	
G - SEWER FUND	
H - CAPITAL PROJECTS	
TA - TRUST & AGENCY FUND	
T - TRUST FUND	
63,791.70	

August 13, 2019 Voucher Totals

Vouchers 18749-18794	2019	2020	TOTAL
A - GENERAL FUND		58,401.50	58,401.50
F - WATER FUND		10,091.34	10,091.34
G - SEWER FUND		19,733.26	19,733.26
H - CAPITAL PROJECTS		13,705.19	13,705.19
TA - TRUST & AGENCY FUND	148.00		148.00
T - TRUST FUND			0.00
		148.00	101,931.29
			102,079.29

Motion made by Deputy Mayor Collopy to accept the fund totals as presented for July 31, 2019, seconded by Trustee Herzog and all were in favor. *Motion* made by Trustee Rochfort to accept the August 13, 2019 totals as presented, seconded by Deputy Mayor Collopy and all were in favor.

III. Departmental Report- Fire Department: FD Chief Bownas read from the attached June and July reports.

Additional comments: FD Chief Bownas said he is going to reach out to Ruge's and inquire if they are interested in the old chief pick-up truck, as the Village received no bids for it. Mayor Brown asked Chief Bownas if he knew about the Town of Washington highway department's truck and how they would like to donate it to the FD. Chief Bownas said he was aware, and he would gladly except the truck donation. FD President informed the Board that all the old lighting in the Firehouse had been changed out for LED lights for better quality lighting and for energy efficiency. He explained this was done at a reduced rate through Lime Energy from a grant through Central Hudson. Trustee Rochfort asked how the Carnival had gone. President Rochfort said he didn't get the final figures as he is still paying bills.

IV. Old Business:

Sign Code Update: Attorney Mackey said the redraft isn't ready yet. Once ready, he will pass it along to Trustee Rochfort who will circulate. Sign Code has been tabled until meeting on August 27th.

Diamond Map Asset Management: Mayor Brown read the proposal from Diamond Map. Deputy Mayor Collopy asked PWS Collocola and Mr. Osborn (VRI) if they would utilize this product. Both PWS Collocola and Mr. Osborn said they would use it and it would be very handy to have. *Motion* made by Mayor Brown to move forward with Diamond Map, seconded by Trustee Herzog and all were in favor.

Dyna Sand Filter: Mayor Brown opened the only submitted bid at 7 PM. Mayor Brown said since there were many questions concerning this purchase, he is inviting Bill Bright (Delaware Engineering) to the next meeting and tabled accepting the bid.

V. New Business:

Gazebo on Elm Dr.: Attorney Mackey advised the Board to tell the school that being the gazebo is on school property if they believe it is owned by the Village they need to show documents to prove that and defend why it isn't theirs. It is the belief of the Board the Village does not own the gazebo.

Community Day: Mayor Brown said Community Day is September 7th from 10 AM- 2 PM. Trustee McGrane said there will be a concert at the Library at 3 PM, for those who would like to stay.

Get the Message Out: Mayor Brown said he and Trustee McGrane are still working on getting Village information out to people. They are working on an idea to have a weekly information show run on the channel with the most up to date information for the week and the show will also include upcoming area events.

VI. Departmental Reports:

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

Additional Comments: OIC Witt said traffic control for the July 4th Fireworks and Fireman's Parade (July 13) went without incident. Saturday night at the Fireman's carnival had a few incidents and were handled by the Village of Millbrook Police Department (VMPD). OIC Witt said he helped the MCS D with a lockdown drill. He said Trustee McGrane had done a ride along with him. He said there will be a Critical Incident Training (CIT) in September and PO DelGuidice, PO Aluisio and PO Poluzzi will be attending. OIC Witt said sometime in January or February he will be attending a three-week Police Supervision Course, details to follow. He said he and Officer Aluisio will have a table for Community Day and they will continue to spread the word to Village residents about calling 845-677-8200 for the VMPD to respond.

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

Additional Comments: PWS Collocola showed the Board pictures of excessive brush piles from two properties. He said this is an abuse of the brush collection service. Mayor Brown authorized Clerk Witt to send a violation letter to include a fine. The Board and PWS Collocola discussed the curbing options at Maple and Merritt. The two options being a country curb for roughly \$5,000.00 or a new concrete curb roughly \$30,000.00. Mayor Brown, Deputy Mayor Collopy and Trustee Herzog said they were in favor of the country curb option. Trustee Rochfort says he would only be in favor of the country curb if it is a temporary solution. Trustee McGrane said he is not in favor of the country curb and would like the concrete curb. *Motion* made by Mayor Brown to put the country curb in as a temporary fix with the hopes of putting the concrete curb in when money can be appropriated in the budget, seconded by Deputy Mayor Collopy. Trustee Herzog voted aye, Trustee Rochfort vote aye if it is a temporary fix and Trustee McGrane voted nay. Majority voted aye; motion carried.

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

Additional Comments: Mr. Osborn said it took three days to fill the water tank with no real issues. He said on July 9th there was a sewer plant inspection and it had gone well.

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

Additional Comments: Mayor Brown had explained since the computer hacking incident at the Town of Washington (TOW), there was an emergent need for the office computers to be upgraded, also, it had been budgeted.

Attorney Mackey: No report submitted. Attorney Mackey said he is working on the sign code redraft. The police contract agreements for the TOW and MCS D have been drafted. He said the School will have a Board meeting and discuss. Mayor Brown asked for a copy of the contract and offered to forward it to the Village Board. Attorney Mackey said he is still working on the Shade Tree Commission By-Laws with Trustee Herzog and Trustee McGrane. Attorney Mackey said he is still working on the "ancient accounts" (bank accounts labeled as trusts).

VII. Trustee Updates:

Deputy Mayor Collopy: Said he will be attending the Cyber Security Webinar being put on by NYMIR. Attorney Mackey asked if the Village has cyber insurance. Mayor Brown said yes.

Trustee Rochfort: Said the sign code update was his report.

Trustee Herzog: Said he attended a WIC meeting. He also attended a CAC meeting on August 5th. He met with PWS Collocola concerning the curbing at Maple and Merritt. Informed the Board he will not be around for the September 10th meeting.

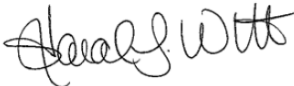
Trustee McGrane: Said he is still working on Community Day. Said the times are from 10 AM- 2 PM with a Parade at 1 PM. He said there will be a concert at the library at 3 PM. Activities will include exercise classes, apple cake baking contest, and show animals (which is just to name a few of what is instore for Community Day). Trustee McGrane said there is about 65 retailers and groups signed up.

VIII. Mayoral Updates: Mayor Brown read announcements events that will be happening around Dutchess County. He said the information will be on the back table of the meeting room.

IX. Public Comment: Joe Still, Village resident made a request for Velletri Way to be paved and supplied a petition from those that live on the street to the Board (attached). PWS Collocola said he would have to go and take a look.

X. Adjournment: *Motion* made by Mayor Brown to adjourn the meeting at 9:30 PM, seconded by Deputy Mayor Collopy and all were in favor.

Respectfully Submitted by:



Sarah J. Witt Village Clerk/Treasurer