

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

October 8, 2019

I. Call to order

Deputy Mayor Collopy called the meeting to order at 6:30 PM and led the Pledge of allegiance. Deputy Mayor Collopy then asked for a Moment of Silence for a Village resident who had had a serious accident the week before.

Roll Call: Trustee Rochfort, Trustee McGrane (entered at 6:35), Deputy Mayor Collopy, Fire Department (FD) Chief Bownas, FD President Rochfort, Officer Aluisio, Public Works Supervisor (PWS) Collocola, Attorney Mackey, Building Inspector/ ZEO McLaughlin and Clerk Witt.

Absent: Mayor Brown

II. Administrative Business:

Minutes: *Motion* made by Trustee Herzog to accept the minutes of 9/24 with a minor change, seconded by Trustee McGrane, Trustee Rochfort abstained from voting. Motion carried.

Voucher Totals: Clerk Witt read from the Voucher Totals.

October 8, 2019 Voucher Totals	
Vouchers 18963-19001	
A - GENERAL FUND	42,373.03
F - WATER FUND	783.05
G - SEWER FUND	3,718.38
H - CAPITAL PROJECTS	
TA - TRUST & AGENCY FUND	
TE - PRIVATE PURPOSE - Millbrook Community Day	243.85
TE - PRIVATE PURPOSE - Millbrook Restoration	3,350.00
T - TRUST FUND	
	50,468.31

Motion made by Trustee Rochfort to accept the fund totals as presented for October 8, 2019, seconded by Trustee Herzog and all were in favor.

Resolution 011-2019- Standard Work Day:

Village of Millbrook
Board of Trustees

Resolution #011-2019

WHEREAS, at a duly convened meeting of the Village of Millbrook Board of Trustees the Board has reviewed and hereby adopts the Standard Work Day and Reporting Resolution for Elected and Appointed Officials effective immediately.

Dated: October 8, 2019

Moved by: Trustee Herzog

Seconded by: Trustee Rochfort

Ayes: 4

Nays: 0

Absent: Mayor Brown

Certified by:



III. Departmental Reports:

Fire Department: FD Chief Bownas read from the attached September report.

Additional comments: Chief Bownas said the new engine is still on order, set to arrive by March 2020. He has a few more people interested in looking at the old fire chief's truck. If they are not interested in purchasing the truck the Village may have to put it out to bid without a reserve.

Police-Officer Aluisio: Read from the attached monthly report.

Additional Comments: Deputy Mayor Collopy asked Officer Aluisio about installing cameras in the intersections that Mayor Brown had mentioned in the previous meeting. She said she didn't know about them but would pass the message along to OIC Witt.

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

Additional Comments: PWS Collocola reported the curb work on Merritt and Maple will be completed in two weeks. He said Easy Street will be painting the handicap spots on Merritt. Trustee Herzog suggested a sign also be put up. Residents of Exmoore had submitted a letter to the Board concerning the condition of the Exmoore (attached.) They had also thanked PWS Collocola for the patchwork done on Exmoore. Fred Apers (Cardinal Hayes School) also thanked PWS Collocola for the patchwork but would like consideration for the circle to be fixed in the Spring. PWS Collocola said he is uncertain who owns the circle on Exmoore.

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

Additional Comments: Howard Schuman (Town resident) had submitted a letter to the Board concerning paving at Ruge's (attached.) and the aquifers. Mr. Osborn said he saw no issue with the paving. Trustee Herzog said he had spoken with someone from Ruge's and they said the building inspector at the Town said there is no permit required for the paving. He was also told the DEC reviewed the paving project plans and they were OK with the paving, but he had not seen any documents. The owner of the British Arms store voiced his concern over the paving project. Deputy Mayor Collopy told him he would have to go to the TOW Board meeting to register a complaint. Deputy Mayor Collopy said he would talk to Supervisor Ciferri and would also attend the next TOW Board meeting.

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

Additional Comments: Clerk Witt said the AUD had been submitted to the State on 09.30.19. She also said final tax payment notices had been mailed out. The County will then receive the final numbers in the beginning of November. Trustee McGrane asked Clerk Witt when does the County make the Village whole. Clerk Witt said typically by the end of March.

Attorney Mackey: No report submitted. Attorney Mackey said with regards to the Sign Code, the Board would need to vote to OK he and Clerk Witt sending the updated Sign Code to the County. Dutchess County (DC) Planning would then review. They would have 30 days to respond with comments. Attorney Mackey said he would schedule a time with Clerk Witt to submit the document to DC. Said he had completed and sent out the Shade Tree Bylaws to the Board. Said he is still working on the "ancient accounts" which is being researched in the Surrogates Court. He plans to reach out to Office of the State Comptroller with regards to the Millbrook Restorations.

Building Department- Ken McLaughlin: Building Inspector Ken McLaughlin said the Zoning Maps will be available to the Board soon.

IV. New Business:

Shade Tree Bylaws: Trustee Rochfort said his only comment was he didn't think it's appropriate for the Shade Tree Chairman be a Village employee. *Motion* made by Trustee Herzog to accept the Shade Tree Bylaws as presented, seconded by Trustee McGrane and all were in favor.

Hate Has No Home Public Assembly: Debbie Wright (Town resident), submitted a Public Assembly permit application for a Hate Has No Home rally on 10/13/2019 at 4 PM. She had asked the Board if they would waive the certificate of insurance as it is very costly. Attorney Mackey suggested they do not waive the required certificate of insurance. *Motion* made by Trustee McGrane to approve the Public Assembly on the condition that the certificate of insurance be provided before the rally pursuant to Section 162-5 of the Millbrook Village Code, seconded by Trustee Rochfort and all were in favor.

Sonic Firewall: *Motion* made by Trustee Herzog to accept the firewall bid, seconded by Trustee McGrane and all were in favor.

Sign Code Update: Deputy Mayor Collopy had emailed the Board, prior to the meeting, a list of concerns Mayor Brown had as well as the concerns he had had. The Board reviewed these concerns. Building Inspector McLaughlin had also expressed the need for provisions on enforcement in the updated code. After discussion, Attorney Mackey said he would incorporate all the changes discussed and will send out a clean copy for the Board to review before it is sent out to DC. *Motion* made by Trustee Herzog to allow Attorney Mackey and Clerk Witt to submit the Sign Code (once it's been updated with changes) to DC Planning under a 239 referral, seconded by Trustee McGrane and all were in favor.

Bond/ BAN: Deputy Mayor asked Attorney Mackey about the law when it comes to Bonds/BANs. Attorney Mackey said he would research and get back to him.

V. Trustee Updates:

Deputy Mayor Collopy: Said he would be reaching out Arrow Smith concerning the garbage can lids. Said he submitted a request for a round-about at the Flagler Monument, but hasn't heard back yet.

Trustee Rochfort: Said he had met with Rona Boyer of the MBA and there will be 77 Christmas trees delivered by November 25th and (weather permitted) the lights be put on them by November 30th. He said he will be looking for volunteers.

Trustee McGrane: Reminded everyone that Friday, October 11th will be a Sip & Shop Event that will include music in the streets and paintings to be sold to benefit the Library. Said he had spoken with Ms. Russell from Cardinal Hayes and she is complaining about the speeding by the school on Franklin. She will be contacting NYS about moving the 45 MPH sign. He said she also may request a sidewalk be put in as they have a lot of their teachers that walk to and from the Village. Additionally, they would like to take their students to the library, but they are unable to take the students with wheelchairs out due to there being no sidewalk. Deputy Mayor Collopy said with the cliff there, it would be some project. Trustee McGrane had suggested they may want to try for an ADA grant as they have people on their Board who write grants. He said she will be reaching out to the Mayor with regards to the sidewalk.

Trustee Herzog: Said he and Trustee McGrane has three tree steward sessions left. He then read a thank you card from the Rotary Club addressed to the Highway Department.

VI. Mayoral Update: Deputy Mayor Collopy read from a letter Ms. Houston concerning the road closure on Altamont Rd.

VII. Public Comment: No actions were taken during public comment.

VIII. Adjournment: *Motion* made by Deputy Mayor Collopy to adjourn the meeting at 9:12 PM, seconded by Trustee Herzog and all were in favor.

Respectfully Submitted by:



Sarah J. Witt Village Clerk/Treasurer