

Village of Millbrook
35 Merritt Ave, Millbrook NY 12545 – Board of Trustees
March 10, 2020 - 6:30pm

1. **Roll Call:** Mayor Brown, Deputy Mayor Collopy, Trustee Rochfort, Trustee McGrane, Trustee Herzog, Officer in Charge (OIC) Witt, Public Works Supervisor (PWS) Collocola, Fire Department (FD) Chief Bownas, FD President Rochfort, Attorney Mackey and Clerk Witt.
2. **Open meeting (2:25):** Mayor Rod opened the meeting with the Pledge of Allegiance at 6:30 PM.

3. **Administrative Business (3:56):**

- a. Minute approval 2/11/2020: *Motion* made by Deputy Mayor Collopy to accept the minutes as presented, seconded by Trustee McGrane and all were in favor.

- b. Voucher approval: **March 10, 2020 Voucher Totals**

| Vouchers 19478-19567 | |
|--|------------------|
| A - GENERAL FUND | 69,470.84 |
| F - WATER FUND | 10,091.72 |
| G - SEWER FUND | 16,433.06 |
| H - CAPITAL PROJECTS | 3,275.43 |
| TA - TRUST & AGENCY FUND | |
| TE - PRIVATE PURPOSE - Millbrook Community Day | |
| TE - PRIVATE PURPOSE - Millbrook Restoration | |
| T - TRUST FUND | |
| | 99,271.05 |

Motion made by Deputy Mayor Collopy to approve the fund totals as presented, seconded by Trustee Rochfort and all were in favor.

- c. Note: Invoices must be received by May 31st – last bill paid for 2019-2020 will be first meeting in July – 7/14/2020.
4. **Old Business:**
 - a. Swearing in of Matt Taney (9:09): Clerk Witt administered the Oath of Office to Matt Taney for the position of Police Officer.
 5. **New Business:**
 - a. Bid award (10:20) – Water Treatment Plant- Robert Flores from Delaware Engineering: Delaware submitted a letter to the Board with a recommendation to award the bid to The Milnes Co for \$1,387,189 (attached). *Motion* made a motion to award the bid to Milnes based on the recommendation of Delaware, seconded by Deputy Mayor Collopy and all were in favor.
 - b. Bid award (16:43) – Harts Village Rd retaining wall testing- tabled until the next meeting.
 - c. Budget Update- Deputy Mayor Collopy (17:36): Will be holding a budget workshop on March 24th during the second monthly meeting.
 - d. National Night Out- Officer Aluisio (23:31): Officer Aluisio said the event will be August 4, 2020 from 6-9 PM. More information to follow.

- e. Kelvin Chan – Opera presentation (28:50): Will be holding a workshop/ pre-premier open to the public in June. Vitalopera.org/halcyon for news and updates on this project.

6. Department Reports: (first meeting of month only)

- a. Police – OIC Jared Witt (49:46)- Bid- Award for a 2020 Ford Interceptor: *Motion* made by Mayor Brown to award the police car bid to Beyer Ford in the amount of \$35,448.58, seconded by Deputy Mayor Collopy and all were in favor. OIC Witt will spec out additional needs (lights, computer, cage, radios, etc) and get the amount to the mayor. The Mayor will then direct the clerk to solicit banks for an SIB for the amount of the car and additional needs.
OIC Witt read from attached monthly report (1:04:10).
- b. Bid Award- Interior Walls in Village Hall (1:10:10): *Motion* made by Mayor Brown to award the bid to Skutchi, seconded by Deputy Mayor Collopy and all were in favor. Mayor Brown noted if there isn't enough money in this year's budget that this project will go to the next budget.
- c. FD/Rescue – Chief Bownas and FD President Rochfort (1:17:38): Chief Bownas did not have a monthly report due to computer server issues. Mayor Brown said the Board will approve the LOSAP packet at the next meeting.
- d. Highway – Bob Collocola (1:24:30): Read from attached monthly report.
- e. Water/Sewer – Scott Osborn (1:44:40): Read from attached monthly report.
- f. Treasurer – Sarah Witt (1:50:10): Read from attached monthly reports. Mayor Brown asked to hold off on budget adjustments until the next meeting.
- g. Attorney – Joshua Mackey (2:01:04): No written report given. Said he is still working on the Trusts and is soon to go to court on them.

- 7. Mayoral updates (2:06:24):** Mayor Brown gave Trustee Rochfort a resolution on the NYS Authority to review for next meeting. Mayor Brown read county correspondence dealing with Covid-19 and Hazardous Recycling event. Both of which are posted to our website. Read a letter stating Millbrook has been recognized as a Tree City USA. Millbrook Early Childhood Education Center (MECEC) Public Assembly Permit approval: *Motion* made by Mayor Brown to accept the public assembly permit application for the MECEC fundraiser once they've paid the police fees, seconded by Trustee Rochfort and all were in favor. Event will be Saturday, May 30, 2020 from 9am- 12 pm.

8. Board Member Updates:

- a. Deputy Mayor Collopy (2:16:37): Code Update on hold until budget is completed. On going projects: Budget, garbage cans on Franklin, and the Millbrook Marathon.
- b. Trustee Joe Rochfort (2:18:23): Went to a Millbrook Restorations committee meeting for a façade project. Thorne LLC announcement: Sloan Architects have been hired for the project. Reports the laundromat is being worked on and will hopefully open by the end of the month.
- c. Trustee Mike Herzog (2:21:20): Went to WIC meeting. Met with PWS Collocola on budget. Looked into the Housatonic Valley Association letter, he does not think Millbrook should be obligated to donate. Looking into Pace land use training. Will be attending Tree City USA meeting with Trustee McGrane.

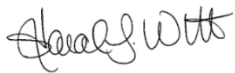
d. Trustee Kevin McGrane (2:26:04): Spoke with Mary Alex (TOW) concerning budget items. On going projects: Millbrook Marathon sponsorships, Franklin Ave (talking with Ed Goff from DOT) and MBA. MBA new website: millbrooknewyork.com- follow on Facebook and Instagram.

9. Public Participation (2:34:35): Comments concerning Cary Institute solar panels, meeting will be 1st Tuesday in April with TOW Planning Board.

10. Adjournment (2:41:28): *Motion* to adjourn the meeting at 9:10 PM made by Mayor Brown, seconded by Trustee Rochfort and all were in favor.

11. Auditing of Bills

Respectfully submitted by:



Sarah J. Witt
Village Clerk