

Village of Millbrook
35 Merritt Avenue Millbrook NY 12545
Village Hall – Board of Trustees
December 8, 2020

- *Open Meeting Laws have been suspended- Executive Order No. 202.1*
- *The public can comment/question via email villageofmillbrook@gmail.com. The responses to the email will be done during the following week by the trustee that is most applicable.*

- 1. Roll Call:** Mayor Herzog, Deputy Mayor Collopy, Trustee Rochfort, Trustee McGrane (via ZOOM), Trustee Contino, Robert Collocola Public Works Supervisor (PWS), Ted Bownas (Fire Department Chief), Officer in Charge (OIC) Witt, Scott Osborn (VRI), Attorney MacDonald (via ZOOM), and Clerk Witt
- 2. Open meeting – 6:30 PM with Pledge of Allegiance.** The Board had a moment of silence for Rona Boyer - Village resident, Living Millbrook Magazine, and former president of the MBA. Mayor Herzog polled the Department Heads to see if moving future monthly meetings from Tuesdays to Wednesdays and moving the meeting time from 6:30 PM to 6 PM would be an issue. No objections were made. The Board will discuss and make the official monthly meeting move at the Re-Org meeting.
- 3. Minutes Approval:** *Motion* made by Mayor Herzog to accept the minutes of 11/10/2020, seconded by Deputy Mayor Collopy and all were in favor.
- 4. Voucher Approval:** *Motion* made by Trustee Rochfort to accept the fund totals as presented, seconded by Deputy Mayor Collopy and all were in favor.

November 10, 2020 Voucher Totals

Vouchers 20259-20367

A - GENERAL FUND	122,476.83
F - WATER FUND	28,304.84
G - SEWER FUND	32,776.60
H - CAPITAL PROJECTS	225,183.26
	408,741.53

- 5. Mid-Year Financial Report:** Clerk Witt gave a presentation to the Board and Department Heads concerning the Mid-Year financial status of the Village (attached). She encouraged Department Heads to work on remaining within their budgets.
- 6. Public Assembly Permit:** *Motion* made by Mayor Herzog to accept the Public Assembly Permit Application for the Menorah lighting at the Thorne Building (Dec. 13th), seconded by Deputy Mayor Collopy and all were in favor.
- 7. Departmental Reports:**
Fire Department: Chief Bownas read from the attached monthly reports. Additional comments: Officer Aluisio talked to the Board about the Angel's of Light fundraiser the Police Department was helping with. Updates on gift purchases still needed are made on the PD Facebook page. Mayor Herzog said the Village will be getting reimbursed through the County for the police coverage for the early voting.

Police Department: OIC Witt read from attached monthly reports.

Additional comments: Drafted a letter to DC asking for reimbursements for police coverage during early voting. Mayor Herzog along with Legislature Houston to send letter to DC in support of the reimbursement.

Ongoing: work includes his work with the Mayor on the NYS mandated Police Reform. Stakeholders meeting to be announced.

Public Works: PWS Collocola read from attached Public Works report.

Additional Comments: New highway truck has been delivered to the place where they put the lights. Truck expected to be delivered to the Village sometime in January. New COVID procedures in place at the Highway Garage. Village Hall (VH) oil burner installation is waiting on parts. Roof repair at VH to begin soon, weather depending.

Water and Sewer: Scott Osborn (VRI) read from attached W/S monthly report.

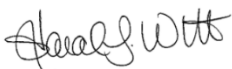
Additional Comments: Mr. Osborn is looking into a water hook-up request for a property on Sharon Turnpike. He will have to see where the water lines are to see if a hook-up is possible.

Treasurer/ Building Department: Clerk Witt read from attached monthly Treasurer and Building Department reports. Current Operating Statement passed out to Board.

Attorney: (Ian MacDonald via ZOOM) Will be getting final draft of gym lease to Mayor for signatures. Will be giving an update on Thorne Building closing towards the end of the month.

8. **Water Treatment Plant Upgrade BAN (\$550K) Renewal:** *Motion* made by Mayor Herzog to accept the BAN renewal through the Bank of Millbrook at an interest rate of .85%, seconded by Deputy Mayor Collopy and all were in favor. Clerk Witt to inform bank and to obtain necessary documents to execute BAN renewal.
9. **Trustee Updates:**
 - Deputy Mayor Collopy:** Said Code Update will be put on hold for now. Will also be working on options for refinancing and consolidation of the water debts.
 - Trustee Rochfort:** Nothing new to report.
 - Trustee Contino:** Nothing new to report.
 - Trustee McGrane:** Nothing new to report.
10. **Mayor Update:** Gave a special thank you to Trustee Rochfort for serving on the Board for several years. Also thanked everyone who helped with Christmas decorations throughout the Village. He said he was honored to have served as Mayor for the last 4 months and thanked everyone who helped him as he filled in.
11. **Next Scheduled Meeting:** Re-Org meeting January 6, 2021 at 6 PM.
Business Monthly Meeting: January 13, 2021 at 6 PM.
12. **Adjournment:** Motion made by Mayor Herzog to adjourn the meeting at 8:32 PM, seconded by Trustee Contino and all were in favor.

Respectfully submitted by:



Sarah J. Witt
Village Clerk