

Village of Millbrook
35 Merritt Avenue Millbrook NY 12545
Village Hall – Board of Trustees
February 10, 2021

- *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 Collopy, Deputy Mayor Herzog, Trustee McGrane, Trustee Contino, Robert Collocola Public Works Supervisor (PWS), Ted Bownas (Fire Department Chief), Matt Rochfort (FD President), Officer in Charge (OIC) Witt, Scott Osborn (VRI), Attorney MacDonald, Senior Account Clerk McLaughlin, and Clerk Witt
All meeting attendees met via ZOOM.
2. **Open meeting – 6:30 PM with Pledge of Allegiance.**
3. **Minutes Approval:** *Motion* made by Deputy Mayor Herzog to accept the minutes of 1/13/2021, seconded by Trustee McGrane and all were in favor.
 4. **Voucher Approval:** *Motion* made by Deputy Mayor Herzog to accept the fund totals as presented, seconded by Trustee McGrane and all were in favor. *Motion* made by Trustee McGrane to allow Trustees to sign vouchers through the “Abstract of Vouchers Unpaid Report” and submit electronically to Deputy Clerk or sign each voucher individually (however the Trustee chooses), seconded by Trustee Contino and all were in favor.

February 10, 2021 Voucher Totals

Vouchers 20553-20659

A - GENERAL FUND	118,623.92
F - WATER FUND	13,139.97
G - SEWER FUND	17,336.70
H - CAPITAL PROJECTS	16,672.02
TA - TRUST & AGENCY FUND	
TE - PRIVATE PURPOSE - Millbrook Community Day	
TE - PRIVATE PURPOSE - Millbrook Restoration	
T - TRUST FUND	
	165,772.61

5. **Budget Kickoff:** Mayor Collopy asked Clerk Witt and Senior Acct. Clerk McLaughlin to generate a letter to send to Department Heads with dates for their budget discussion meetings. Meetings will be held publicly with all Trustees in attendance and dates will be posted. Mayor Collopy noted the upcoming year’s Tax Cap is only a 1.31% increase which is only a 13,000-dollar increase from the current year.
6. **Departmental Reports:**
 - Fire Department:** Chief Bownas read the attached monthly report.
 Additional Comments: Mayor Collopy asked who was responsible for clearing snow from fire hydrants. Chief Bownas said it is the responsibility of the property owner and that the Village puts a reminder in the water insert.
 - Police Department:** OIC Witt read from attached monthly report.

Additional comments: Deputy Mayor Herzog reported the Police Reform Plan created in the stakeholder group will be distributed to all the Trustees for their comments. The Plan will then be posted on the Village website for public review. Once finalized, it will be sent to the State, as requested by April 2021.

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

Additional Comments: Trustee Arbogast asked if there was a possibility of the snow to be removed on Franklin (between the sidewalk and street). PWS Collocola said it is expensive and it is usually done overnight with support from the TOW DPW. Given the number of recent snowstorms, PWS Collocola said he would have to wait to ask if the Town would be able to do it. Trustee McGrane said it is potentially hard on businesses. Mayor Collopy tabled the discussion.

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

Additional Comments: Trustee Contino is working on an Assets Management Plan, as the one we have is outdated and a 5- or 10-year Capital Improvements Plan. Plans to go forward will be made after the completion of the Budget.

Mayor Collopy read from the attached Sewer Rate Increase Proposal. Asked the Board to review and pass a resolution for an increase at the March meeting.

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

Attorney: Attorney MacDonald explained to the Board that he can come up with a Resolution, approved by the Board, expressing intent on the use of the “ancient trusts” (Lamont, Haight, and Nine Partners Trusts). If the Board approves, he will then send a letter to the Attorneys General Office requesting the funds be unrestricted. Consensus of the Board is if the intended purpose of the Trusts cannot be found, move forward with the letter to the Attorneys General Office and use the funds for the benefit of the whole Village. Mayor Collopy to follow up with Joe Rochfort on his findings on the Trusts.

7. Trustee Updates:

Deputy Mayor Herzog: Updated Emergency Management Plan binder. Stated we will not qualify for a grant for the sidewalks this year. Said the NYS Pandemic Operation Plan will need to be submitted by April 1st.

Trustee Contino: Will continue working on Capital Improvements Plan and will have something to present post Budget.

Trustee McGrane: Has joined the Millbrook Restorations Committee. Has also attended the Tree City USA meetings.

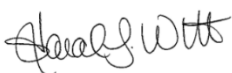
Trustee Arbogast: Nothing to report. Would like to meet with Deputy Mayor Herzog on the Police Reform.

8. Public Comment: There was none.

9. Next Scheduled Meeting: March 10th, 2021 at 6 PM via ZOOM.

10. Adjournment: *Motion* made by Mayor Collopy to adjourn the meeting at 8:01 PM, seconded by Trustee Contino and all were in favor.

Respectfully submitted by:



Sarah J. Witt
Village Clerk