

**Village of Millbrook
Board of Trustees
Minutes March 26, 2012**

Call to Order by Mayor Hurley at 7:05 p.m.

Pledge of Allegiance led by Mayor Hurley

In Attendance-Mayor Hurley, Trustee Spagnola, Trustee Herzog, Trustee Cox and Clerk Linda Wiltse, also in attendance Bob Collocola , Scott Osborne and Ken Sabia from VRI.

Highway Dept- Bob Collocola see attached. He stated there will not be any equipment purchases this year, just day to day upkeep. The tree removal price is the same as last year \$3,000 per day and they can take 5 to 7 trees down per day. He added they are looking for 3 days work out of this. They proposed replacing the sidewalks on Church Street. Trustee Spagnola asked about the sidewalk damage on Reservoir Drive. Bob responded he will take photos and Clerk Linda Wiltse will forward the photos to Central Hudson for a repair request.

Catch basin cleaning will be completed by Easy Street. Bob added there was not a lot of sand used this year so cleaning needs will be less. Leaves on the other hand, due to the storms, will have to be cleaned out of the catch basins. Brush may be less since the majority of the brush was picked up after the fall storms. Easy Street rates will remain the same. Bob discussed stone usage and the location for the usage.

Bob prioritized the road paving for the Village as follows: Valley Farm, Harts Village, Maple Ave, Merritt Ave and Bennett Commons. Bob discussed Valley Farm with Clove Excavating Co. It has no base and must be done right. Bob added the ditch is always full of leaves and brush. He proposed removing and replacing with berms and directing the storm water to the catch basins. Scott Osborne added the 6 manholes (mainly on Valley Farm and Alden Place) will be repaired and/or replaced with grant funds.

Central Garage-Bob stated the fascia boards at each end of the garage are rotting and the gutters are hanging on in places. Replacing this with aluminum siding with no painting required was suggested. \$6,450 included the cost of replacing the windows but the Mayor recommended putting the window replacement off until next year. The Board will authorize the repair of one overhead door for this year. The Mayor expressed her concern for the future in reference to the NYS DEC requiring an isolated washing bay for each highway garage. (Both the Village and the Town of Washington)

Water-Mayor Hurley referred to water revenues located on page 2. Water and sewer are self funding lines. The Mayor then proceeded to page 12 and unallocated insurance. Page 13 began with the contingency line which is a surplus set at \$11,000. The personnel services (ps) line has been set as per a submitted quote from VRI. This position is filled currently by Dana Loper-Gallo. The quote from VRI to provide billing services is actually lower than what the Village is expending now.

Scott reminded the Board of the daily, monthly and annual sample testing requirements. Some testing such as copper and lead are required every 3 years. Ken commented on Viridian which is an alternate power supply company to Central Hudson. Mayor Hurley stated that if repairs are conducted during the course of a business day then the cost is covered under the contract. Ken Sabia added that if the repair can be handled by the staff on site then it falls under the contract but if not then additional costs will be incurred or if repairs are needed after hours then additional costs will also be incurred. Ken added VRI has to break out the cost that way since the Village is a municipality they have to pay prevailing wage.

When they are replacing water meters, VRI must pay a plumber approximately \$100 per meter as quoted. A new generator at the water works would run more efficiently and a replacement was discussed. Ken also added he will look into another municipality's generator they may consider selling. Trustee Spagnola asked about owning one large propane tank so water issues at the Water Infiltration Gallery would be of less concern. The Village currently has four 100 lbs tanks. They can put down a pad for a large tank which has to be a specified distance from the building without interfering with the stream.

Scott Osborne stated there are 3 valves on Maple Avenue that are a priority for replacement. Mayor Hurley stated revenues should exceed expenses. Scott Osborne explained to Trustee Herzog how the meter reading system functions. The Mayor asked Ken for priority advice for capital projects. Ken stated the old meter reading system will not last 3 years which is the schedule for replacement. He recommends getting all the meters replaced as soon as fiscally possible. He added they can do as many as they can and move the valve replacement project back.

Sewer-The Bennett pumping station was discussed in reference to a generator for that location. The Bennett pumping station electrical panel replacement project is included in the 2012 budget year. The Village has easements for and operates 3 pump stations. They have lost power approximately once a year at the Bennett pump station.

The Village will work on the rest of the Shared Services Grant project and then get into the de-chlorination project. Ken stated they may use a MAG meter instead of a sonic meter. The cost for the MAG meter is half of the sonic meter cost. The Board will look at the billing proposal from VRI. Mayor Hurley went over the new purchase order requirements for the Village in regard to purchases costing over \$500. The Mayor asked to have a bi-annual report on the asset management updates.

Adjourned at 9:51 p.m. with a motion made by Trustee Herzog. The motion was seconded by Trustee Spagnola. All were in favor.

Respectfully submitted,
Linda T. Wiltse
Village of Millbrook
Clerk/Treasurer