



Board of Trustees Meeting
March 9, 2022 @ 6:00 pm

PLEASE SILENCE YOUR CELL PHONE

Agenda

Village of Millbrook
Board of Trustees
Wednesday, March 9, 2022
6:00 PM
Millbrook Firehouse

Residents are welcome to attend in-person. This meeting will be broadcast on [YouTube](#) Live & then will be posted to the [Village website](#).

The public can comment/question anytime via email villageofmillbrook@gmail.com

Open Meeting: Pledge of Allegiance & roll call of trustees

Administrative Business:

- Minutes approval
- Voucher approval

Department Reports:

- DC Legislature update – Legislator Houston
- Fire & Rescue – Chief Bownas, President Rochfort
- Police – OIC Witt
- Highway – Hwy Super Collocola
- Water & Sewer – VRI: S. Osborne
- Treasurer & Building Dept, incl. retaining wall & pump station funding – Clerk Witt

New Business

- Code update to Chapter 180 Sewers & Water: Resolution, review & public hearing – I. MacDonald
- FEMA request for BC pump station & generator – Deputy Mayor Contino
- AT&T antennas request – Mayor Collopy

Old Business Updates:

- Code update status: Vehicles & Traffic – Deputy Mayor Contino
- Additional COVID test kits & masks order – Mayor Collopy
- Turkey vulture update – Mayor Collopy

Public Comments

Additional Board Member Updates:

- Deputy Mayor Contino
- Trustee Herzog
- Trustee Arbogast
- Trustee Doro
- Mayor Collopy

Next Board Meeting

- Police & Front Office Budget: Wednesday, March 16, 2022 @ 6:00 pm
- Monthly Business Meeting: Wednesday, April 13, 2022 @ 6:00 pm w/budget public hearing

Adjournment

Auditing of Bills

Voucher Totals

March 9, 2022

NOTES:

Unpaid Voucher Totals

General Fund	\$ 104,262.75
Water Fund	\$ 18,598.73
Sewer Fund	\$ 16,968.32
TOTALS:	\$ 139,829.80

Millbrook Fire Department

February 2022

62 Incidents Reported

Millbrook Fire Dept	
Automatic Fire Alarm	12
Motor Vehicle Accident	3
EMS Call	38
Vehicle Fire	1
Structure Fire	2
Good Intent	2
Public Assist	1
Wires/Electrical	2
Flooding Condition	1
TOTALS:	62

EMS Responses	
NDP (49-79)	41
MFD Rescue	2
Mutual Aid Given	
Fire	2
EMS	2
Mutual Aid Received	
Fire	1
EMS	2

V.M.P.D Monthly Report

February 2022

94 Incidents Reported
(including, but not limited to)

Incident #'s 16721-16815

TRAFFIC		ASSIST OTHER AGENCIES		POLICE ACTIVITY		PUBLIC SERVICE		COMMUNITY POLICING	
Traffic Tickets	6	NY State Police	6	Domestic	4	Suspicious Activity	2	Property Check	2
Parking Tickets	8	Dutchess Sheriff	2	Larceny	1	Mental Health	1	School Checks	14
Property Damage Accident	4			Harassment	1	Burglar Alarms	4	Foot Patrols	2
Road Hazards	1	Fire Department	7	Order Protection Iss.	1	Lost/Found Property	1	Assist Citizen	1
Disabled Vehicle	3	EMS	16			Records Request	3		
Vehicle & Traffic Complaint	2					Welfare Check	1		
Traffic Detail	1	Town of Washington Court	2			Lockout	6		
		Millbrook Central School	5			911 Misdialed	1		



Public Works Monthly Report February 2022

1. Removed down limb on Maple and Haight reopened Haight *(See Photos)*
2. Remainder of rotten tree taken down by "Out On A Limb"
3. Installed new tree city signs
4. Cleared storm drains from storm debris
5. Pulled remainder of Christmas tree poles
6. Repaired catch basin on Dineen
7. Did repairs on 2011 sander in house
8. Dug drainage ditch on Bennett and Exmore to control ice damming
9. 4 snow events since last meeting for a total of 16
10. Ongoing pothole repair
11. Prepared 2022-2023 Budget
12. Replaced broken manhole cover on Russell Knolls
13. Picked up tree limbs from storm on 3/7
14. Repaired catch basins on Washington Ave, Front St & Elm Dr



Rotten Tree on Maple Ave



Monthly Water Report

February 2022

	February	January	December
Total Water Produced	5,065,637	5,711,333	5,145,730
Average Daily Flow	180,916	184,200	166,000
Peak Day Flow	315,110	246,136	249,549

Sampling Results:

	February	January	December
Total Coliform	Absent	Absent	Absent

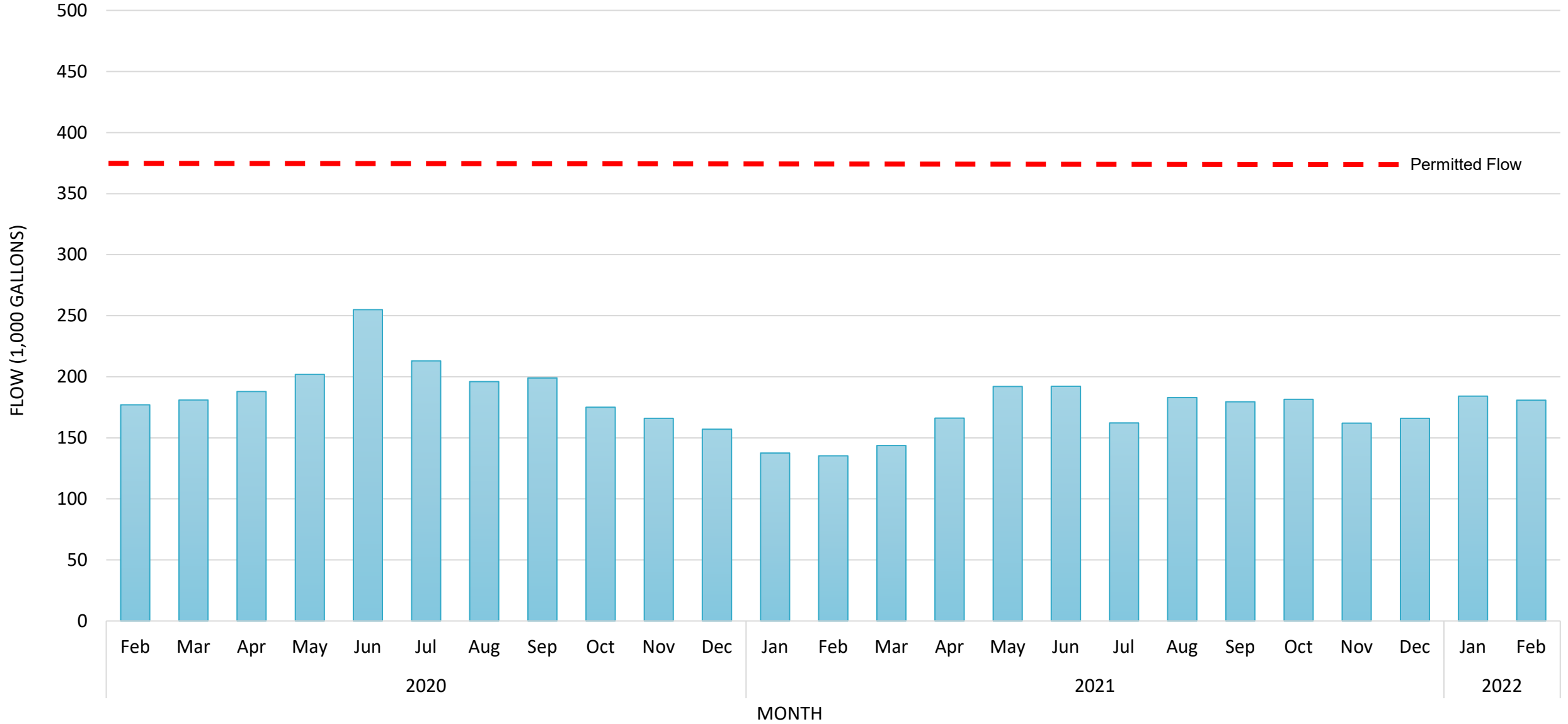
* Results not in compliance

Comments:

1. Monthly sampling and maintenance
2. Water main break on Nine Partners Ln - repaired
3. Service line leak on North Ave repaired by owner
4. Met with contractor at Bennett site - discussed demo of bldgs and additional hydrant meter needed for work
5. Milnes replaced defective check valve for pump #2 at water plant
6. Prepared budget

Millbrook Water

■ Average Daily Flow



Monthly Sewer Report

February 2022

	February	January	December	Permit Limit
Total Effluent Flow	4,430,575	3,849,173	4,049,670	N/A
Average Daily Flow	158,200	124,200	130,600	N/A
12-Month Rolling AVG	150,000	149,000	152,000	250,000
Peak Daily Flow	251,744	150,732	166,544	N/A
Precipitation (<i>inches as liquid</i>)	4.0	1.5	2.5	N/A

SPDES Permit Samples: (mg/l)

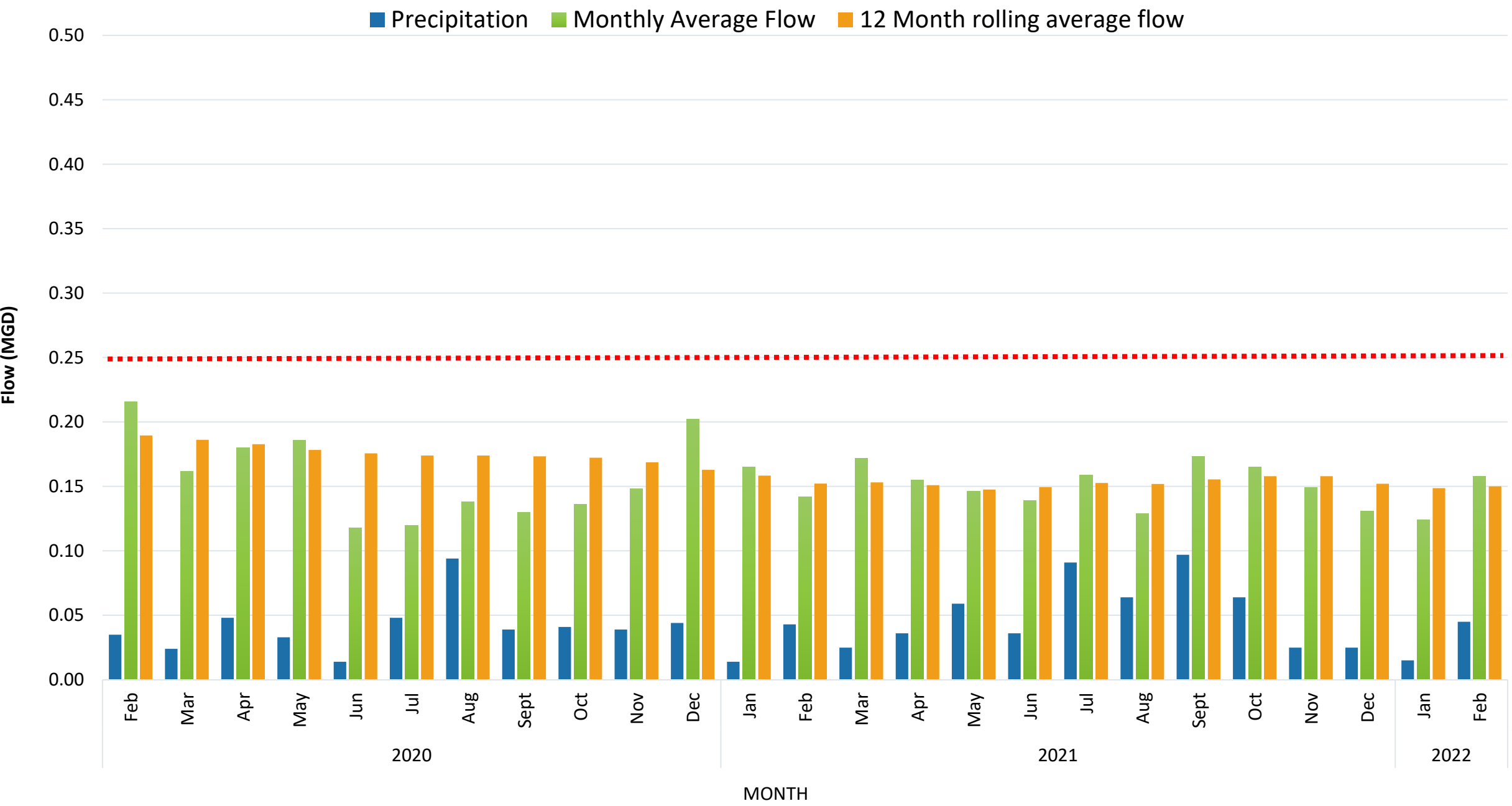
	February	January	December	Permit Limit
BOD	4.9 mg/l	2.4 mg/l	2.4 mg/l	15 mg/l
Percent Removal	97 %	99 %	99 %	85%
Total Suspended Solids	1.7 mg/l	1 mg/l	1 mg/l	15 mg/l
Percent Removal	99 %	99 %	100 %	85%
TKN as N	1 mg/l	1 mg/l	1 mg/l	8 mg/l
Fecal Coliform	N/A	N/A	N/A	200/100 ml

* Exceeds permit limit

Comments:

1. Performed all monthly sampling and maintenance
2. Began flow monitoring at Bennett PS
3. Worked on Collection System O&M manual for EPA
4. Prepared budget

Millbrook WWTP



Treasurer's Report: February 2022

	02.01.2022	DEPOSITS	DISBURSED	INTEREST	01.31.2022
TAX ACCOUNT	\$316,037.57	\$0.00	\$75,000.00	\$20.54	\$241,058.11
GENERAL FUND	\$47,526.69	\$387,553.66	\$129,545.44	\$13.63	\$305,548.54
WATER FUND	\$48,933.84	\$41,437.79	\$10,365.07	\$5.20	\$80,011.76
SEWER FUND	\$87,808.45	\$34,475.80	\$24,681.11	\$7.16	\$97,610.30
ACCOUNTS PAYABLE	\$15,116.21	\$126,245.25	\$135,834.30	\$0.00	\$5,527.16
BEDROCK WELL ACCOUNT	\$9,977.68	\$0.00	\$0.00	\$0.76	\$9,978.44
ESCROW (PLANNING & ZONING)	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
HNL TRUST	\$41,961.31	\$0.00	\$0.00	\$1.61	\$41,962.92
MEDICAL DEDUCTIBLE	\$16,187.60	\$0.00	\$2,083.56	\$0.00	\$14,104.04
MILLBROOK RESTORATION	\$68,910.31	\$0.00	\$20,350.00	\$4.29	\$48,564.60
PAYROLL ACCOUNT	\$12,397.31	\$52,298.45	\$52,549.23	\$0.00	\$12,146.53
POLICE VEHICLE FUND	\$15,039.69	\$0.00	\$0.00	\$1.15	\$15,040.84
RESERVE FOR FIRE TRUCK	\$62,541.15	\$0.00	\$0.00	\$2.40	\$62,543.55
RESERVE FOR HIGHWAY EQUIP	\$13,079.83	\$0.00	\$0.00	\$0.50	\$13,080.33
FIRE/ RESCUE REPAIR RESERVE	\$35,090.42	\$0.00	\$0.00	\$2.69	\$35,093.11
TENNIS COURTS	\$28,723.21	\$0.00	\$0.00	\$2.20	\$28,725.41
THORNE TRUST	\$25,778.93	\$0.00	\$0.00	\$0.99	\$25,779.92
TREE REPLACEMENT PROGRAM	\$7,662.47	\$0.00	\$0.00	\$0.00	\$7,662.47
TRIBUTE GARDEN DONATIONS	\$10,067.39	\$0.00	\$0.00	\$0.77	\$10,065.16
TOTAL	\$865,340.06	\$642,010.95	\$450,408.71	\$63.89	\$1,057,003.19

Treasurer and Clerk Updates:

- Admin: Monthly Operating Statement posted to the website
- Resolution 2022-002
Rename Bedrock Acct to Water Reserve and Open Sewer Reserve Bank Acct- Board to vote
- Rec'd first half of the fire contract money from Town
- Budget work
- Budget Meeting Schedule:
All meetings 6 PM at Firehouse

~~02/23- Water and Sewer-~~

~~03/02- Highway and Fire~~

03/09- Regular Board Meeting

03/16- Police and Front Office

03/23- Follow Up Meetings (if needed)

03/30- Total Budget

04/13- Regular Board Meeting & Public Hearing for Budget

Firehouse roof replacement invitation to bid was posted in the paper. Sealed bids to be opened March 10th @ 2:30

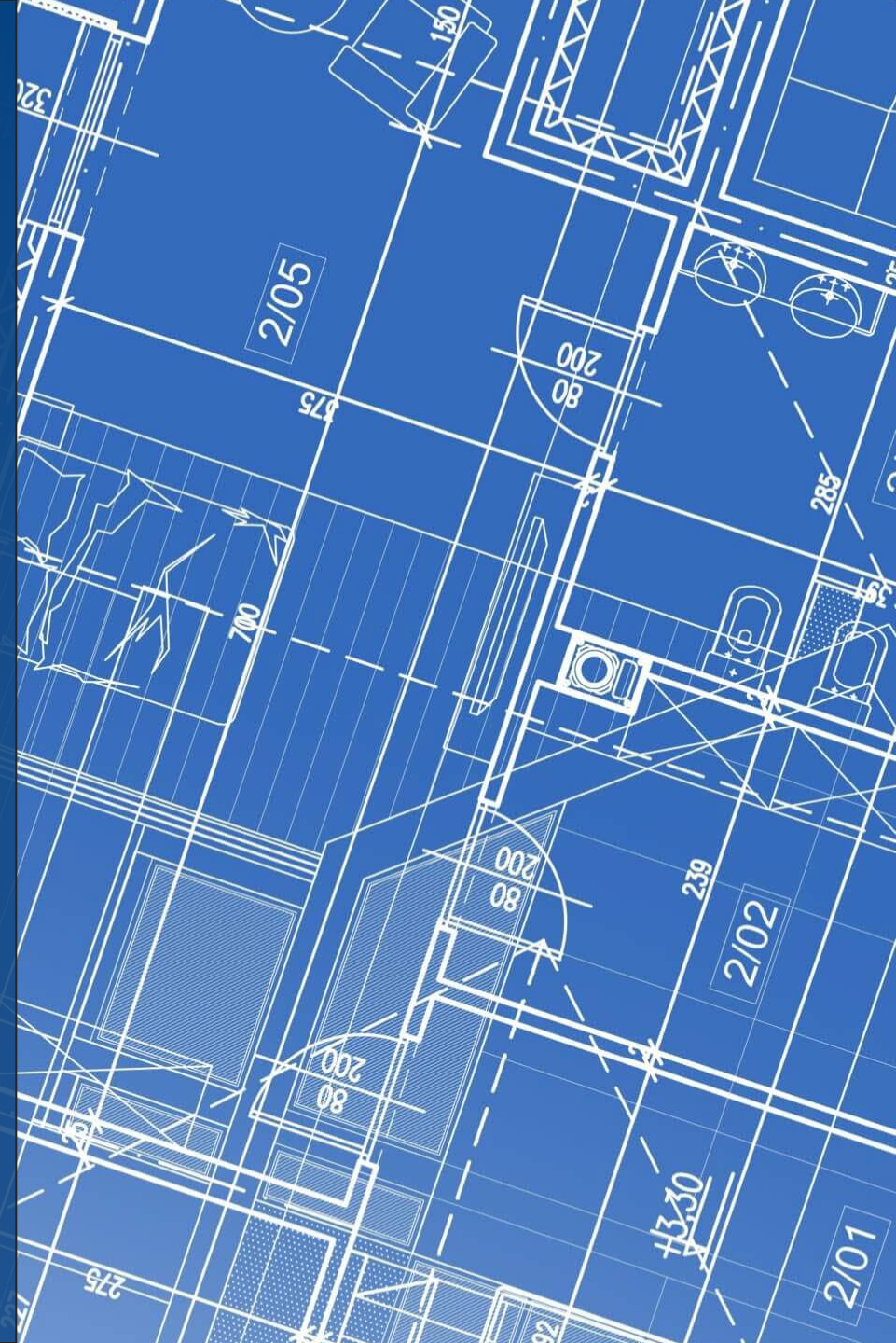
Building Department Report February 2022

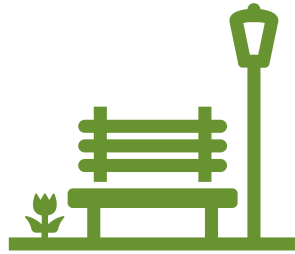
- Building Permits Issued: 1
- Sign Permit: 0
- Certificate of Occupancy: 5
- Certificate of Compliance: 2
- Certificate of Use: 0
- Municipal Searches: 3

Total Fees Collected: \$1,540.00

Planning & ZBA

- Planning Board: No updates given
- ZBA: No updates given- Tim Capowski status (?)





Old Business Updates

Code update status: Vehicles & Traffic

Additional COVID test kits & masks order

Turkey vulture update



New Business

Code update to Chapter 180 Sewers & Water:
Resolution, review & public hearing

FEMA request for BC pump station & generator

AT&T antennas request

Board of Trustee Updates

Mayor Tim Collopy

Deputy Mayor Vicky Contino

Trustee Mike Herzog

Trustee Buffy Arbogast

Trustee Peter Doro



Mayor Update

Moment of Silence

- For the passing of Frank Viacava, member of the MBFD from '74 to '90, including 2nd Asst Chief from '88 to '90.

Sale of Ambulance

- Older ambulance was sold by FD for \$79K; money was deposited in the apparatus reserve solely for next vehicle purchase.

Front Office Allocation of Fuel

- **Heating fuel** is tracked by building
- **Gas** is allocated as follows: 25% FD, 12.5% Hwy, 62.5% Police
- **Diesel** is allocated as follows: 33% FD, 67% Hwy
- Recommendations:
 - 1) Identify list of authorized FD personnel
 - 2) Institute log for each of gas & diesel w/printed name & dept of user

Water Tower Antennas

- AT&T requests adding antennas to water tower. Currently in discussion w/ Delaware Engr on how to do this with 0 infrastructure impact.

COVID Test Kits & Masks

- Add'l supply of test kits & masks from DC have been allocated to VoM and will be stored in the V Hall for future use.

Turkey Vultures

- Contacted USDA who will visit VoM 3/10 to assess problem and make recommendations for mitigation.



Next Board of Trustees Meeting:

Wednesday, April 13,
2022 at 6:00 pm
Regular Business Meeting

Wednesday, March 16, 2022 at 6:00 pm
Budget Meeting – Police & Front Office

Wednesday, March 23, 2022 at 6:00 pm
Budget Meeting – Follow up

Wednesday, March 30, 2022 at 6:00 pm
Budget Meeting – Total Budget

MEETINGS ARE HELD AT THE
Millbrook Firehouse
20 Front Street, Millbrook

Streaming **LIVE** on [YouTube](#)
SUBSCRIBE NOW!