



Board of Trustees Meeting
July 13, 2022 @ 6:00 pm

PLEASE SILENCE YOUR CELL PHONE

Agenda

Village of Millbrook
Board of Trustees
Wednesday, July 13, 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 for 5/11 & 6/8
- Voucher approval

Department Reports

- DC Legislature update – Legislator Houston
- Fire & Rescue – Chief Bownas, President Rochfort incl. sign request & new member intro
- Police – OIC Witt incl. speed sign
- Highway – Hwy Super Collocola incl. 2022 paving plan
- Water & Sewer – VRI: S. Osborne incl. PFOA & PFOS info
- Treasurer & Building Dept – Clerk Witt incl. website update
- PB/ZBA – Chairs Anderson/Doro

New Business

- CPRC summary report – Trustee Arbogast
- CDBG request status – Trustee Herzog

Old Business Updates

- Retaining wall completion – Mayor Collopy
- Parking at Les Baux: MBA position – Trustee Arbogast

Public Comments

Additional Board Member Updates

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

Next Board Meeting

Wednesday, 7/27/2022 - 6PM

- WWTP plan – Delaware Engr
- Sewer hookup request

Adjournment

Auditing of Bills

Voucher Totals

July 13, 2022

NOTES:

Previous Fiscal Year 21/22

New Fiscal Year 22/23

Unpaid Voucher Totals

	21/22	22/23	TOTAL
General Fund	\$ 8,210.31	\$ 52,575.59	\$ 60,785.90
Cap Project Retaining Wall	\$ 6,553.60	\$ 240,000.00	\$ 246,553.60
Water Fund	\$ 3,514.00	\$ 28,442.68	\$31,956.68
Sewer Fund	\$13,301.81	\$ 33,953.07	\$47,254.88
Millbrook Restoration		\$ 4,350.00	\$ 4350.00
TOTALS:	\$ 31,579.72	\$ 359,321.34	\$ 390,901.06

MILLBROOK FIRE DEPARTMENT

JUNE 2022

88 INCIDENTS REPORTED

Millbrook Fire Dept	
Automatic Fire Alarm	14
EMS Call	55
HazMat	4
Motor Vehicle Accident	8
Flooding Condition	1
Structure Fire	3
Wires Down/Electrical	2
Public Assist	1
TOTALS:	88

EMS Responses	
NDP (49-79)	59
MFD Ambulance	9

Mutual Aid Given	
Fire	3
EMS	11

Mutual Aid Received	
Fire	0
EMS	2

V.M.P.D Monthly Report

June 2022

95 Incidents Reported
(including, but not limited to)

Incident #'s 17069-17164

TRAFFIC		ASSIST OTHER AGENCIES		POLICE ACTIVITY		PUBLIC SERVICE		COMMUNITY POLICING	
Traffic Tickets	13	NY State Police	7	Trespass	2	Animal Complaint	2	Assist Citizen	1
Parking Tickets	6	Dutchess Sheriff	4	Disorderly Conduct	3	Attempted Suicide	1	Property Check	1
Property Damage Accident	1	T/Washington Dog Control	2	Larceny	1	Burglar Alarms	2	School Checks	17
Personal Injury Accident	2			Criminal Mischief	2	Lockout	1	Foot Patrol	3
Road Hazard	1					Runaway	1		
Traffic Detail	1	Fire Department	5			Lost/Found Property	1	MECEC FUN RUN	
		EMS	17			FOIL	1		
						911 Misdeal	1		
		Town of Washington Court	3			Welfare Check	2		
		Millbrook Central School	3						



Public Works Monthly Report June 2022

1. Summer Brush Pick-Up: 2nd Monday in July, August & September. **Next scheduled pick-up is Monday, August 8th**
2. Cut road for VRI manhole replacement
3. Serviced backhoe in house
4. Storm clean up and catch basin clean off
5. Weed killing
6. Low tree branch trimming
7. Street garbage pick up
8. Cold patch potholes
9. Installed speed signs brackets on Alden, Nine Partners, Harts Village
10. Hot paved manhole repairs on Front, Dineen and Reservoir.
11. Painted truck bodies
12. Hot patched areas on Nine Partners in prep for oil and stone in August
13. Assisted Millbrook Electric with repair of Franklin Ave streetlight
14. Put new stop sign on Haight Ave
15. Put out extra trash barrels for parade
16. Out on the limb took down 5 trees and removed dead limbs from 2 others

Streetlight Repair & Water Main Repair



Streetlight on Franklin Ave



Water Main Repair on 9 Partners

Manhole Repair



Dineen Road



Franklin Avenue



Reservoir Drive

Monthly Water Report

June 2022

	June	May	April
Total Water Produced	6,290,450	5,678,421	5,324,386
Average Daily Flow	209,700	183,175	177,500
Peak Day Flow	381,328	233,731	226,392

Sampling Results:

	June	May	April
Total Coliform	Absent	Absent	Absent

* Results not in compliance

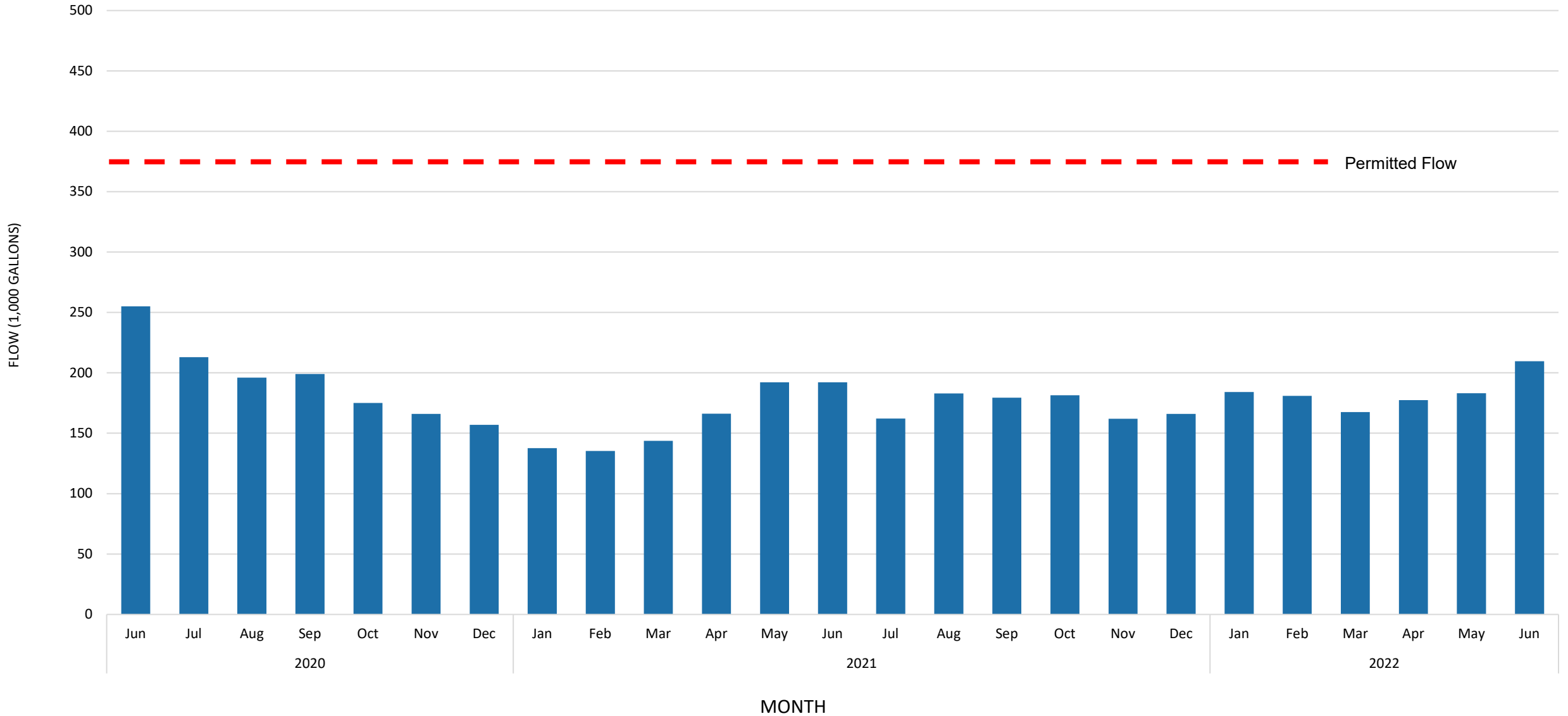
Comments:

1. Monthly sampling and maintenance
2. Read all water meters
3. Water leak on service for Ciferri Apts - fixed by owner
4. Investigated possible water leak on Golf Course - undetermined at this time, will monitor
5. Met with Larry Shapiro, George Whalen, Tim, and Vicky to discuss plans for water lines at Exmoore House and Bennett Park

Millbrook Water

■ Average Daily Flow

--- Permitted Flow



Monthly Sewer Report

June 2022

	June	May	April	Permit Limit
Total Effluent Flow		5,009,335	9,230,883	n/a
Average Daily Flow		161,600	297,800	n/a
12-Month Rolling AVG		163,000	162,000	250,000
Peak Daily Flow		222,889	696,940	n/a
Precipitation <i>(inches as liquid)</i>		4.4	7.0	n/a

SPDES Permit Samples: (mg/l)

	June	May	April	Permit Limit
BOD	2.4 mg/l	4.5 mg/l	4.2 mg/l	15 mg/l
Percent Removal	99 %	99 %	96 %	85%
Total Suspended Solids	3.3 mg/l	1.1 mg/l	1.3 mg/l	15 mg/l
Percent Removal	99 %	100 %	99 %	85%
TKN as N	1 mg/l	1 mg/l	1 mg/l	8 mg/l
Fecal Coliform	1/100 ml	1/100 ml	n/a	200/100 ml

* Exceeds permit limit

Comments:

1. Performed all monthly sampling and maintenance
2. Cleaned filter beds
3. Royal hauled dry sludge
4. Disconnected and capped sewer line from Carroll Hall
5. Rebuilt 3 manholes - Reservoir Dr, Front St, Dineen Rd
6. Bid request for CIPP work

Millbrook WWTP



Treasurer's Report: June 2022

	6.01.2022	DEPOSITS	DISBURSED	INTEREST	6.30.2022
TAX ACCOUNT	\$21.09	\$1,008,053.13	\$21.09	\$27.14	\$1,008,080.27
GENERAL FUND	\$498,881.34	\$24,317.68	\$132,242.71	\$37.03	\$390,993.34
WATER FUND	\$100,282.96	\$6,226.25	\$11,698.42	\$7.96	\$94,818.75
SEWER FUND	\$80,253.72	\$254,439.67	\$22,321.75	\$7.77	\$312,379.41
ACCOUNTS PAYABLE	\$1,542.00	\$121,377.43	\$116,967.93	\$0.00	\$5,951.50
ESCROW (PLANNING & ZONING)	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
HNL TRUST	\$41,968.21	\$0.00	\$0.00	\$1.73	\$41,969.94
MEDICAL DEDUCTIBLE	\$11,899.87	\$0.00	\$1,860.00	\$0.00	\$10,039.87
MILLBROOK RESTORATION	\$48,316.81	\$0.00	\$0.00	\$3.97	\$48,320.78
PAYROLL ACCOUNT	\$8,195.70	\$60,924.21	\$51,223.35	\$0.00	\$17,896.56
POLICE VEHICLE FUND	\$1,728.24	\$0.00	\$0.00	\$0.00	\$1,728.24
RESERVE FOR FIRE TRUCK	\$201,565.94	\$0.00	\$0.00	\$8.28	\$201,574.22
RESERVE FOR HIGHWAY EQUIP	\$13,081.98	\$0.00	\$0.00	\$0.54	\$13,082.52
FIRE/ RESCUE REPAIR RESERVE	\$22,599.97	\$0.00	\$0.00	\$1.86	\$22,601.83
RETAINING WALL	\$55,864.00	\$150,000.00	\$0.00	\$5.82	\$205,869.82
WATER RESERVE ACCT	\$9,980.96	\$0.00	\$0.00	\$0.82	\$9,981.78
SEWER RESERVE ACCT	\$22,002.95	\$0.00	\$0.00	\$1.81	\$22,004.76
TENNIS COURTS	\$20,666.40	\$0.00	\$0.00	\$1.70	\$20,668.10
THORNE TRUST	\$19,482.67	\$0.00	\$0.00	\$0.80	\$19,483.47
TREE REPLACEMENT PROGRAM	\$7,662.47	\$0.00	\$0.00	\$0.00	\$7,662.47
TRIBUTE GARDEN DONATIONS	\$10,067.70	\$0.00	\$0.00	\$0.83	\$10,068.53
TOTAL	\$1,178,564.98	\$1,625,338.37	\$336,335.25	\$108.06	\$2,467,676.16

Treasurer Updates:

- **Admin: Monthly Operating Statement posted to the website**
- **Annual Update Document- ongoing work with Karen. Hopeful to be completed by end of the month.**
- **Second ARPA payment scheduled for sometime this Summer- no date as of yet**
- **Taxes:**

Parcel Counts

Total Parcels	704
Wholly Exempt	3
Fully Paid	656
Partial Paid	0
Unpaid	45
Unpaid State Owned	0
Over Paid	0
Overpaid Amount	0.00

Receipt Information

Total Receipts	1,097,562.04
Total Checks	1,095,421.30
Total Cash	2,140.74

Payments Collected

Tax Payment	1,097,157.85
Late Fee	404.19

Clerk Updates: Trees/ Village Hall Sign/ Website

- Trees were removed out in front of the Village Hall- they will be replaced at some point



- Village Hall Sign:
People have a hard time locating the VH or they are unaware that they are at the VH.
We would like to get a stand-alone wooden sign for the front of the VH.

Current Sign (above door):
Hard to read and often missed



- Website:
The website is being worked on by Town Web. Will be completed by the end of August beginning of September.



Building Department Report June 2022

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

Total Fees Collected: 200.00

Planning & ZBA

- Planning Board- Matt Anderson-
- ZBA- Andy Doro

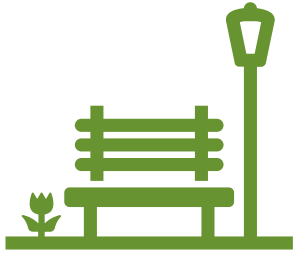
Zoning Code Update Proposal:

(Pleasant Valley) Approval of the preliminary plat.

- (1) Within 62 days after the receipt of such complete preliminary plat by the Secretary of the Planning Board, the Planning Board shall hold a public hearing, which hearing shall be advertised at least once in the official newspaper and not less than five days before the date of the hearing, and notice shall be sent to adjoining property owners. The Planning Board may provide that the hearing be further advertised in such manner as it deems most appropriate for full public consideration of such preliminary plat, including requiring a sign on the site notifying the public of the application and the date of the public hearing.

Example Sign that would be posted at the property:





New Business

CPRC summary report – Trustee Arbogast

CDBG request status – Trustee Herzog



Old Business Updates

Retaining wall completion – Mayor Collopy

Parking at Les Baux: MBA position – Trustee Arbogast

Board of Trustee Updates

Mayor Tim Collopy

Deputy Mayor Vicky Contino

Trustee Mike Herzog

Trustee Buffy Arbogast

Trustee Peter Doro



Mayor Update

Finances

- Updated financial results for FY21/22 show a few late expenses (~\$4K) and some new revenues (insurance recoveries & NYS AIM payment) which boosted the net A-fund balance (revenues exceeding expenses) to \$91K (was \$60K last month).

Fire House Electronic Sign

My position on the proposed Fire House electronic sign: no, because:

- Similar signs in surrounding towns aren't consistent with the "ambience" that makes Millbrook what it is.
- Modifications are proposed to "tone-down" the effects seen elsewhere but we won't know the end result until it's installed and then it's too late.
- There is a stark difference between the UV FH sign (electric) and the LaGrange FH sign (classic).

Northern Dutchess Paramedics

- NDP needed to move from their location across from Bennett College because of an impending sale of the property. They moved to Mabbettsville but the ToW zoning does not allow such a business; resolution is TBD.

Retaining Wall

- Retaining wall work is completed and met the contract price of \$240K. Still to be billed: cost of Delaware Eng general contractor services (estimated to be \$30K). Once 2nd payment from Amer Rescue Plan Act is received (expected this month), combined with \$150K of the recently acquired bond, funding will be complete.

Sidewalk Replacement Update

- Rennia Engr has billed us \$7400 for work completed to describe sidewalk-replacement requirements on Franklin from Front to Maple.

Verizon Wireless Issues

- I filed a complaint with the NYS PSC because of recent (last 3 weeks) resident/business issues with Verizon wireless access in both the Village and Town.



Next Board of Trustees Meeting:

Wednesday, July 27, 2022 at 6:00 pm

WWTP Plan & Sewer Hookup Request

**MEETINGS ARE HELD AT THE
Millbrook Firehouse**

20 Front Street, Millbrook

Streaming **LIVE** on [YouTube](#)
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