

Village of Millbrook Board of Trustees
Wednesday, 8/10/2022 - 6 PM
Millbrook Firehouse, 20 Front Street, Millbrook NY,12545

Roll Call:

- | | | |
|--|---|--|
| ☒ Mayor Collopy | ☒ Bob Collocola (Public Works Supervisor) | ☒ Attorney MacDonald |
| ☒ Deputy Mayor Contino | ☒ Ted Bownas (Fire Department Chief) | ☐ Clerk Witt |
| ☒ Trustee Herzog | ☒ Matt Rochfort (FD President) | ☒ Deputy Clerk Zeko |
| ☐ Trustee Arbogast | ☐ Officer Witt (Officer in Charge) | |
| ☒ Trustee Doro | ☒ Scott Osborn (VRI) | |

1. Open meeting – 6:00 PM with Pledge of Allegiance.

2. Administrative Business

Minutes Approval: *Motion* made by Mayor Collopy to accept the 7/13, seconded by Trustee Doro and all were in favor.

Voucher Approval: *Motion* made by Trustee Herzog to accept the fund totals for Vouchers as presented, seconded by Deputy Mayor Contino and all were in favor

3. Department Reports

- DC Legislature update – Legislator Houston [[Part 1 @ 4:15](#)]
 - Veterans Micro grant 5-15K open applications for projects targeting VFW, Knights of Columbus, etc. Sent grant press release to Tribute Garden for plaque, memorial etc.
 - MIG Grant was not granted to Millbrook Fire Department but its looking good for Dutchess County to revisit their application.
- Fire & Rescue – Chief Bownas, President Rochfort
 - Sign Request Public Comment [[Part 1 @ 7:13](#) to [Part 2 @ 23:30](#)]
 - Vote on sign delayed until full board in attendance [[Part 2 @ 23:30](#) – 33:10]
 - Fire Chief Bownas read the attached Fire Department monthly report [[Part 2 @ 34:22](#)]
 - President Rochfort reported the Firehouse roof is completed
- Police – OIC Witt [[Part 2 @ 36:52](#)]
 - Mayor Collopy reported that Officer Witt was out sick ad would not attend meeting. report is attached
 - Report on active shooter training plan will be delayed until next month’s meeting
 - Mayor Collopy reported the Office Kelly Aluisio
- Highway – Hwy Super Collocola [[Part 2 @ 37:42](#)]
 - PWS Collocola read from the attached monthly report.
 - Last brush pick up for the year will be Monday, September 12, 2022
 - Leaf pick up begins October 1st. Leaf pick up is for leaves only, it does not include brush, grass or dirt.
 - Reported that 9 Partners Lane & Linden Lane were oil & stoned

- Reported that North Avenue will be milled on September 19, 2022 & paved on September 20, 2022
- Reported that the wood & paint for the tennis court backboards will cost approximately \$1000 and will be stained a solid color. [[Part 2 @ 52:41](#)]
- Reported that they are setting up a date for sidewalk grinding and needs to be done before community day and will cost approximately \$10,000. [[Part 2 @ 55:27](#)]
- Water & Sewer – S. Osborne [[Part 2 @ 46:30](#)]
 - S. Osborne read from the attached monthly reports
 - Reported that residents should be proactive with water usage & conservation due to the lack of rain we have had before it get to be in an emergency. Last water restrictions were over a decade ago. Normal water level is 15-18 feet and currently is at 11-15ft. Water pump cut off is at 5 ft.
 - Sewer main lining bid opening will take place after meeting is adjourned.
- Treasurer & Building Dept – Clerk Witt
 - Mayor Collopy reported that the final payment for the tennis court project has been paid.
 - Mayor Collopy reports that the AUD has been submitted to NYS Comptroller’s Office and did not have to file an extension. [[Part 2 @ 56:15](#)]
 - Mayor Collopy reported that the building department report for this month will be read at the next meeting.
- PB/ZBA Updates
 - Mayor Collopy reported that there were no planning board or ZBA meetings to report on.
- Attorney – Attorney MacDonald [[Part 2 @ 58:06](#)]
 - Explained the new no smoking resolution draft adopting the new policy prohibiting any form of smoking on village owned properties. (*see attached resolution*)

4. New Business

1. Proposed “No Smoking” resolution – Mayor Collopy [[Part 2 @ 57:42](#)]
 - Mayor Collopy would like to institute a village wide resolution that would ban smoking in all village building, village property and in village vehicles. (*see attached resolution*)
 - **Resolution 2022-010:** *Motion* made by Mayor Collopy to introduce resolution 2022-010, seconded by Deputy Mayor Contino and all were in favor [[Part 2 @ 58:48](#)]
 - Mayor Collopy noted that any violations to the no smoking policy should be reported to him. [[Part 2 @ 1:00:58](#)]
 - Mayor Collopy and PWS Collocola discussed putting no smoking signs on village properties. S. Osborne also would like to see signs at the water and sewer plant to let outside vendors know the policy when they enter the property. Mayor Collopy noted he will talk to Fire Department President Rochfort to see how many signs they would need as well. [[Part 2 @ 1:02:13](#)]

2. Proposed changes to Zoning law – Mayor Collopy [[Part 2 @ 1:03:43](#)]

- Mayor Collopy would like to propose changes to the zoning law to be introduced at the September meeting.
 1. Additional public notification requirement of any issue coming before the PB or ZBA: a sign must be posted on the property beforehand stating the time/date of the public hearing.
 2. Sidewalk dining by Village restaurants will need an annual permit that defines the required open space for pedestrian traffic.
 3. Mayor Collopy would like to remove all no parking signs that were painted on the village streets and codify it.
 4. Remove sign code exemption from sign-code portion of Zoning code regarding government buildings.

5. Old Business Updates

- The CPRC summary report will be read at the September meeting as Trustee Arbogast was not present.
- Sewer Hookup Resolution – Mayor Collopy [[Part 2 @ 1:10:36](#)]
- Mayor Collopy would like to bring up in the September meeting a resolution that summarizes the agreement made regarding sewer hookup for non-village residents.

6. Public Comments

- No public comments were made for the remainder of the meeting. Public comments were made earlier regarding the Fire Department sign request. [[Part 1 @ 7:13](#) to [Part 2 @ 23:30](#)]

7. Board Member Updates *(Please see attached)*

- Mayor Collopy would like to use part of the consolidated trust fund, currently \$42,000 and plan to use \$8,500 of that for payment to Rennia Engineering for the sidewalk project and to start replacing windows at the Village Hall. An estimate of \$13,000 was given a year ago. Would like to go back to contractor to rebid. Trustee Herzog would like to know if there is any grant money available. [[Part 2 @ 1:18:12](#)]

8. Next board meeting: Wednesday, 9/14/2022

9. Adjournment

- *Motion* to adjourn at 7:46 PM made by Trustee Doro seconded by Deputy Mayor Contino and all were in favor. [[Part 2 @ 1:22:53](#)]

10. Opening of Sewer Lining Bids

- 3 bids were received. (see attached)

11. Auditing of Bills

Respectfully submitted by
Village Deputy Clerk, Nicole Zeko



Resolution 2022-010

At a duly convened meeting of the Village of Millbrook Board of Trustees ("Village Board") on August 10th, 2022, Mayor Collopy introduced the following Resolution (2022-010) which was seconded by Deputy Mayor Contino.

WHEREAS the Village Board believes that tobacco use (cigarettes/cigars/vapes) in the proximity of children and adults while at Village-owned and operated properties is detrimental to their health and can be offensive to those using such facilities; and

WHEREAS the Village Board has an opportunity to create and sustain an environment that supports a smoke-free norm through a non-smoking policy/ Resolution and adult-peer role modeling on Village-owned properties (including Village owned vehicles); and

WHEREAS the Village Board believes officials and members of the public are potential role models for youth and can have a positive effect on the lifestyle choices they make; and

WHEREAS cigarettes/ cigars/ vapes, once consumed in public places, are often discarded on the ground requiring additional maintenance expenses and creating litter which diminishes the beauty of Village properties; and

WHEREAS the Village Board hereby determines that the prohibition of smoking at all Village-owned properties serves to protect the health, safety and welfare of the citizens of our community; and

NOW THEREFORE BE IT RESOLVED that the Village Board hereby determines that any smoking, including but not limited to cigarette smoking, cigar smoking, marijuana smoking and vaping, shall be strictly prohibited in or on all Village-owned properties and vehicles, including but not limited to those listed below as well as any future Village-owned properties and vehicles:

Village Hall (35 Merritt Ave)
Millbrook Firehouse (20 Front St)
The Public Works Garage (46 Russell Knls)
The Water Treatment Plant (3636 Route 44)
The Wastewater Treatment Plant (20 North Ave)
All Police Vehicles
All Public Works Dept Vehicles
All Fire Department Vehicles; and

BE IT FURTHER RESOLVED, the Village Board authorizes this Resolution 2022-010 making all Village-owned properties and vehicles smoke-free by all Village employees and members of the public and such Resolution shall take effect immediately.

Dated: August 10, 2022

Moved by: Mayor Collopy

Seconded by: Deputy Mayor Contino

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Mayor Collopy	Aye
Deputy Mayor Contino	Aye
Trustee Herzog	Aye
Trustee Arbogast	Absent
Trustee Doro	Aye

Certified by:

A handwritten signature in black ink, appearing to read "Nicole Zeko", with a stylized flourish at the end.

Nicole Zeko - Deputy Clerk