



Board of Trustees Meeting
September 14, 2022 @ 6:00 pm

PLEASE SILENCE YOUR CELL PHONE

Agenda

Village of Millbrook
Board of Trustees
Wednesday, September 14, 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

1. Open Meeting

Pledge of Allegiance, Moment of Silence & Roll Call of Trustees

2. DC Human Rights Commission – J. Ray

3. FD Sign Request

- Legal position on FD electronic sign – J. Mackay
- Proposed sign use conditions – Mayor Collopy
- Trustee comments
- Public comments
- Motion & board vote

4. Administrative Business

- Minutes approval for 7/27 & 8/10
- Voucher approval

5. Department Reports:

- DC Legislature update – Legislator Houston
- Fire & Rescue – Chief Bownas, President Rochfort incl. MIG request
- Police – OIC Witt incl. active shooter training plan & recruit
- Highway – Hwy Super Collocola
- Water & Sewer – VRI: S. Osborn
- Treasurer & Building Dept – Clerk Witt

6. New Business

- Proposed changes to Zoning law – Mayor Collopy
- Deer deaths & vultures – Mayor Collopy

7. Old Business Updates

- Sidewalk Status – Trustee Herzog
- Status of code update of V&T chapter – Deputy Mayor Contino
- Status of EV charger installation – Deputy Mayor Contino
- Tennis courts update – Trustee Doro
- Status of resolution for sewer connections outside Village – Mayor Collopy

8. Public Comments

9. Additional Board Member Updates

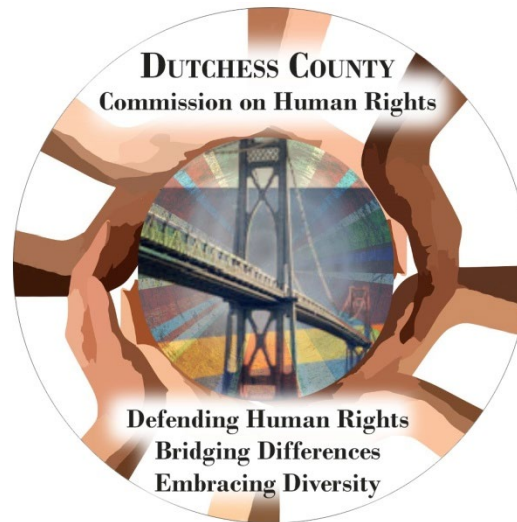
- Deputy Mayor Contino
- Trustee Herzog
- Trustee Arbogast N/A
- Trustee Doro
- Mayor Collopy

10. Next Board Meeting

Wednesday, 10/12/2022 - 6PM

11. Adjournment

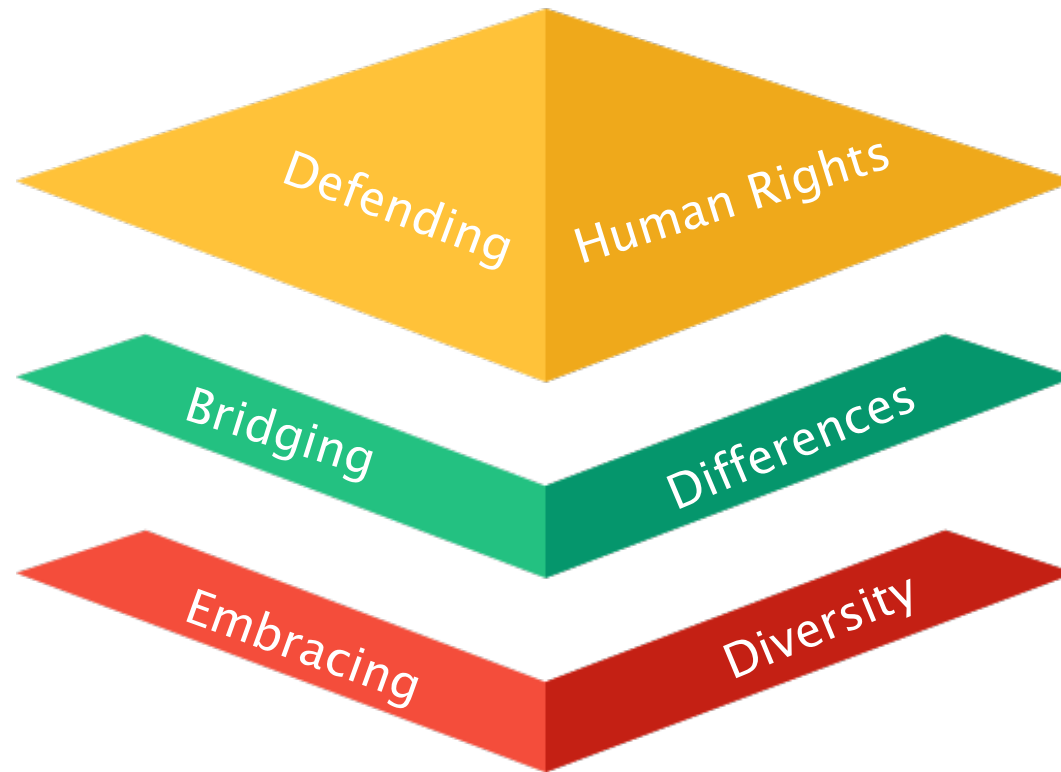
The Dutchess County Commission on Human Rights



Purpose of Today's Visit

- Introduce Commission
- Inform municipalities of the work and activities of the Commission
- Discuss current issues within the county & how the Commission can assist
- Develop a closer collaboration

Our Mission



Our Purpose:

- Fostering mutual respect and understanding amongst all racial, religious, and ethnic groups
- Educate the County's communities on issues of Human Rights
- Address discriminatory practices, tension, and conflict and help to resolve them
- Develop programs to enhance inclusion and embrace diversity
- Acting as a bridge to other resources including but not limited to the New York State Division of Human Rights (DHR)
- The Commission is **not** an investigative body and has no enforcement authority

The Commission in Action: Educational Programs

- Speaker Series: Doing More Than Nothing About Hate
- Bystander Intervention Training



Speaker Series:

DOING MORE THAN NOTHING ABOUT HATE: WE ARE ALL IN THIS TOGETHER

How can we work together to effectively combat hate?

Deborah Lauter, Executive Director, NYC
Office for the Prevention of Hate Crimes

October 13, 2020,
2pm-3:30pm via Zoom



The Commission in Action: Fostering Mutual Respect & Understanding

- 100 Cups of Coffee Transformative Dialogue Project
- Listening Sessions



The Commission in Action: Engaging with Our Community

- Police Reform & Modernization Collaborative: Community Forums
- Covid-19 Support & Outreach
- United Against Hate March



How the Commission Helps

Tailoring and making referrals to community resources

Developing events, partnerships, and collaborations to identify and address human rights issues

Responding to community concerns

We ask: Can you tell us about the situation?

We ask: What is it that you would like to see happen?

We then offer options of how we can help

For More Information:

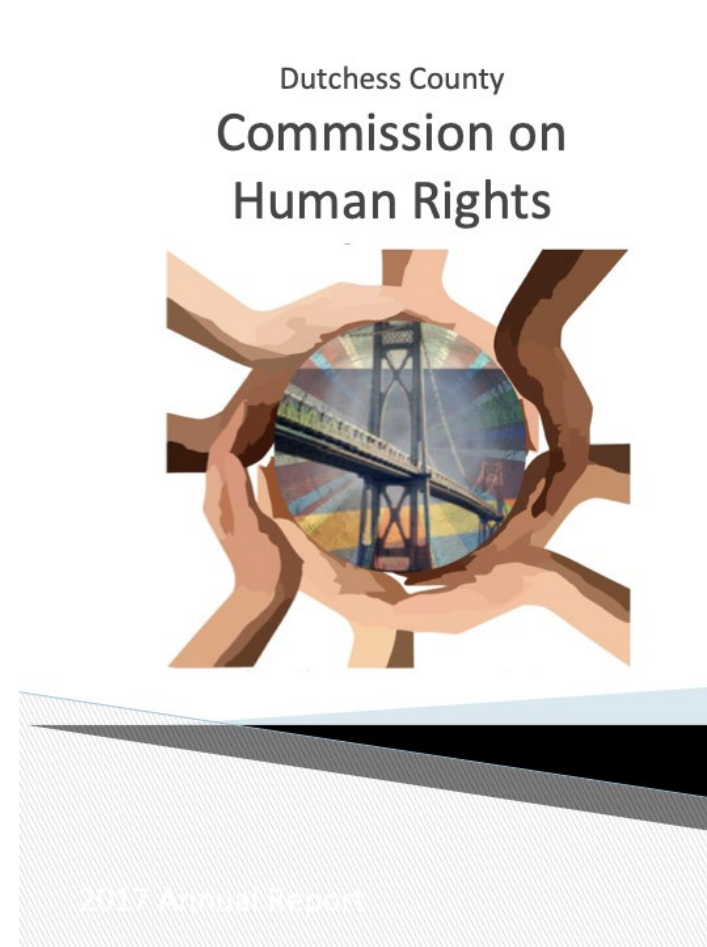
Annual Reports are available
on the County website at
www.DutchessNY.gov

Contact Us:

Dutchess County Commission on
Human Rights

dchumanrights@dutchessny.gov

845-486-2836



Fire Department Sign Conditions

Conditions	Purpose	Result
Reduce signage to 3' x 5'	37% reduction in signage area from request	Less obtrusive
Use only white, typed characters on an unlit background	Simplify messaging with reduced glare	Reduce driver distraction
Only static-messaging (no flashing or scrolling to multiple pages)	Simplify messaging	(same as above)
No animation, pictures or graphics	Simplify messaging	(same as above)
Reduce light intensity 10x from dusk to dawn; 1 monthchkpt: turn sign off from 9PM to 6AM?	Minimize night light glare	(same as above)
Only FD Pres or Chief can update	Limit access to messaging	Ensure conformance to agreed conditions
Content to contain only FD-related info	Restrict messaging	Use sign for FD events, emergency info, member info
Village BoTcan update restrictions at future date & must pre-approve any uses outside these conditions	Respond to new concerns or requests	Ensure conformance to agreed conditions
Vendor must follow recycle/reuse reqmts at EOL	Concerns w/LED sign disposal	Estimated 98% of sign is recyclable

Voucher Totals September 14, 2022

NOTES:

\$1,684.21 of the General Fund total is for the Tennis Court Backboards (lumber, stain & supplies) and will be paid for with part of the donation given by the Tribute Garden.

\$7,760.00 of the General Fund total is for the work that was done last fiscal year (we just received invoice) to repair the monument which we received insurance money for.

Unpaid Voucher Totals

General Fund	\$ 98,974.60
Cap Project Retaining Wall	\$ 4,600.00
Water Fund	\$ 20,820.56
Sewer Fund	\$ 29,782.54
Millbrook Restoration	\$ 20,260.00
TOTALS:	\$174,437.70

MILLBROOK FIRE DEPARTMENT

AUGUST 2022

95 INCIDENTS REPORTED

Millbrook Fire Dept	
Automatic Fire Alarm	15
EMS Call	70
Structure Fire	1
Furnace Malfunction	1
Motor Vehicle Accident	4
Wires Down/Electrical	2
Brush Fire	2
TOTALS:	95

EMS Responses	
NDP (49-79)	69
MFD Ambulance	8
MFD Members	57
Mutual Aid Given	
Fire	2
EMS	7
Mutual Aid Received	
Fire	1
EMS	4

V.M.P.D MONTHLY REPORT

AUGUST 2022

42 INCIDENTS REPORTED

(including, but not limited to)

Incident #'s 17228-17270

TRAFFIC		ASSIST OTHER AGENCIES		POLICE ACTIVITY		PUBLIC SERVICE		COMMUNITY POLICING	
Traffic Tickets	3	NY State Police	5	Disorderly Conduct	3	Burglar Alarms	3	Assist Citizen	1
Property Damage Accident	2	Dutchess Sheriff	1	Larceny	2	Suspicious Activity	2	Property Check	1
		Fire Department	3			Animal Complaint	2		
		EMS	10			Lost/Found Property	2		
		Town of Washington Court	3						



LEAF PICK-UP BEGINS OCTOBER 1st

For more information visit
villageofmillbrookny.com/works

Public Works Monthly Report August 2022

1. **SUMMER BRUSH PICK-UP IS OVER**
2. **LEAF PICK-UP BEGINS OCTOBER 1ST**
3. Delivered stone to VRI sewer plant
4. Repaired catch basin on Harts Village Rd
5. Filled and seeded around new hydrant on Valley Farm Rd
6. Weed killed village streets
7. Picked up storm damage after wind event after hours
8. Swept Nine Partners and Linden Lane of excess stone using East coast road sweeping
9. Returned oil and stone signs to Union Vale highway dept with our thanks
10. Trimmed low hanging branches obstructing sidewalk access
11. Repaired catch basin on Washington Ave
12. Trimmed roadside guardrail on Harts village
13. Trimmed roadside on Bennet commons
14. Swept washout and cleared catch basins on Valley Farm Rd
15. Put out barricades and extra trash barrels for community day
16. Swept up gravel on north Ave.
17. Put up no smoking signs on Village Hall and Highway Garage
18. Erected and painted 14 sheets of plywood on Tennis court backboards
19. Covered dead deer on homeowners' property with limestone, came back later in the week and buried it with wood chips
20. Erected new post on Church St to accommodate electronic speed sign
21. Picked up brush for final day of brush season

Monthly Water Report

August 2022

	August	July	June
Total Water Produced	7,608,501	6,230,736	6,290,450
Average Daily Flow	245,430	200,990	209,700
Peak Day Flow	321,920	333,904	381,328

Sampling Results:

	August	July	June
Total Coliform	Absent	Absent	Absent

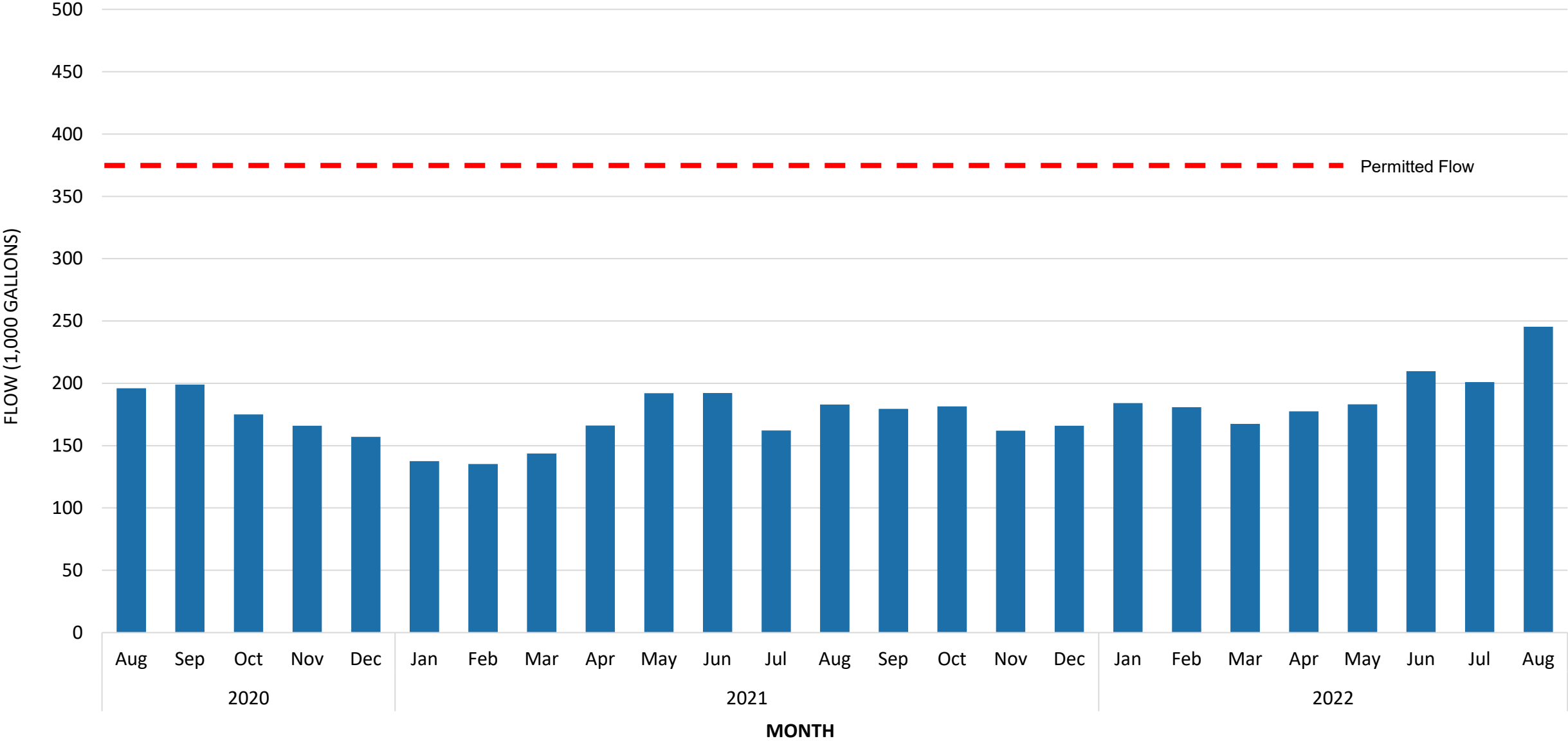
* Results not in compliance

Comments:

1. Monthly sampling and maintenance
2. Replaced water main valves on North Ave and Fountain Place. Installed 3 new valves in place of 2
3. Kinsley serviced generator
4. Water leak at 3280 Franklin Ave - meter broke. Replaced meter

Millbrook Water

■ Average Daily Flow



Monthly Sewer Report

August 2022

	August	July	June	Permit Limit
Total Effluent Flow	3,167,001	3,598,047	4,108,691	n/a
Average Daily Flow	102,200	116,100	132,500	n/a
12-Month Rolling AVG	157,000	159,000	162,000	250,000
Peak Daily Flow	118.180	135,726	175,550	n/a
Precipitation <i>(inches as liquid)</i>	1.3	1.9	2.1	n/a

SPDES Permit Samples: (mg/l)

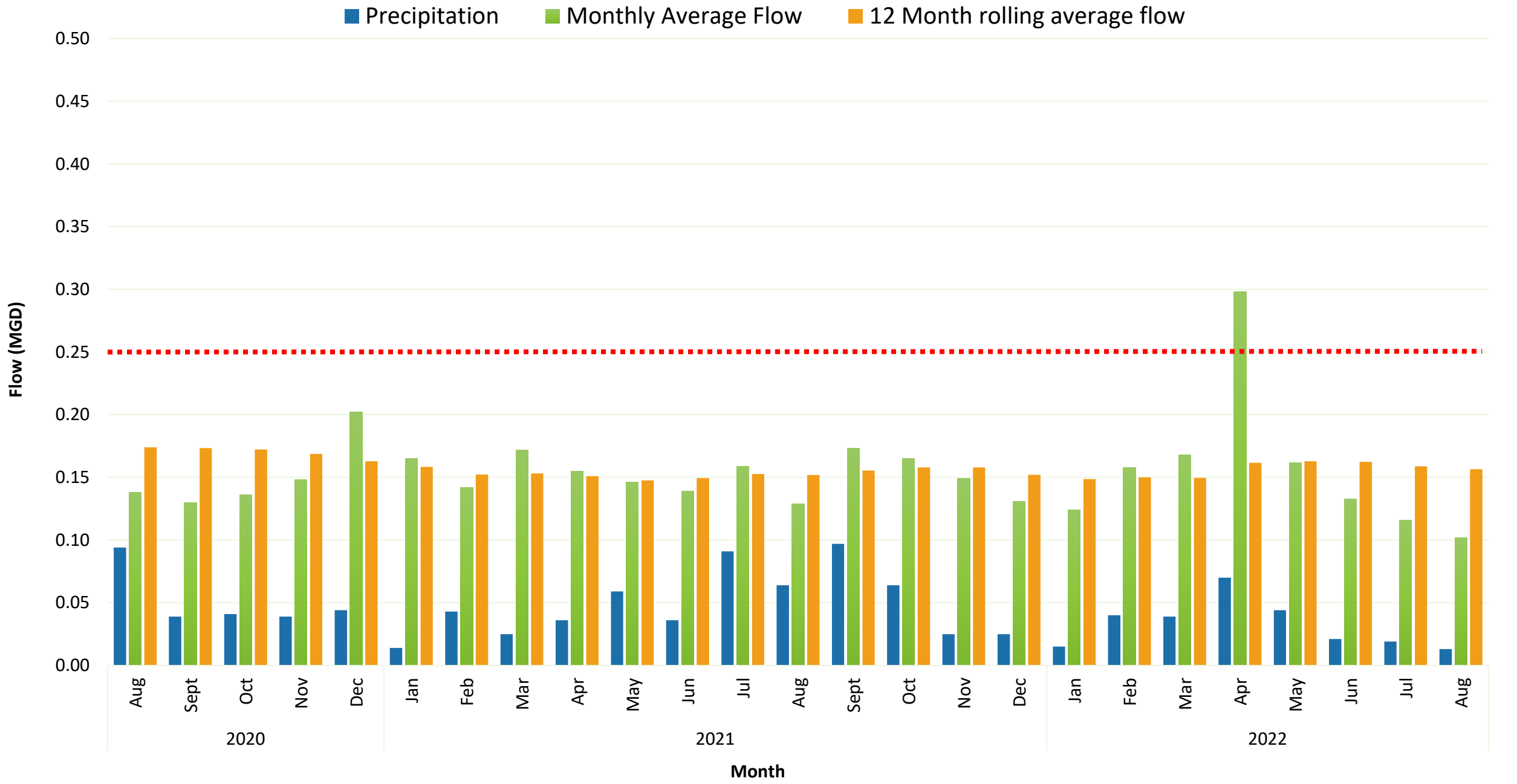
	August	July	June	Permit Limit
BOD	2.4 mg/l	20 mg/l	2.4 mg/l	15 mg/l
Percent Removal	99%	97%	99%	85%
Total Suspended Solids	3.6 mg/l	8.9 mg/l	3.3 mg/l	15 mg/l
Percent Removal	99%	95%	99%	85%
TKN as N	1 mg/l	1 mg/l	1 mg/l	8 mg/l
Fecal Coliform	1/100 ml	1/100 ml	1/100 ml	200/100 ml

* Exceeds permit limit

Comments:

1. Performed all monthly sampling and maintenance
2. Kinsley serviced generator - radiator leaking
3. Tractor serviced
4. Cleaning filter beds

Millbrook WWTP



Treasurer's Report: Bank Balances - August 2022

	08/01/22	DEPOSITS	DISBURSED	INTEREST	08/31/22
TAX ACCOUNT	\$1,132,710.08	\$5,333.97	\$51,139.88	\$95.86	\$1,087,000.03
GENERAL FUND	\$248,857.44	\$86,510.00	\$279,254.69	\$14.04	\$56,126.79
WATER FUND	\$93,437.08	\$54,980.27	\$15,555.57	\$10.04	\$132,871.82
SEWER FUND	\$287,309.15	\$103,386.35	\$12,884.31	\$26.57	\$377,837.76
ACCOUNTS PAYABLE	\$53,893.87	\$288,131.17	\$340,879.04	\$0.00	\$1,146.00
ESCROW (PLANNING & ZONING)	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
HNL TRUST	\$41,971.72	\$0.00	\$0.00	\$1.78	\$41,973.50
MEDICAL DEDUCTIBLE	\$18,180.52	\$0.00	\$7,128.16	\$0.00	\$11,052.36
MILLBROOK RESTORATION	\$43,974.68	\$0.00	\$0.00	\$3.73	\$43,978.41
PAYROLL ACCOUNT	\$12,582.40	\$41,353.37	\$42,528.00	\$0.00	\$11,407.77
POLICE VEHICLE FUND	\$1,728.24	\$0.00	\$0.00	\$0.00	\$1,728.24
RESERVE FOR FIRE TRUCK	\$201,582.78	\$0.00	\$0.00	\$8.56	\$201,591.34
RESERVE FOR HIGHWAY EQUIPMENT	\$13,083.07	\$0.00	\$0.00	\$0.56	\$13,083.63
FIRE/ RESCUE REPAIR RESERVE	\$22,603.75	\$0.00	\$0.00	\$1.92	\$22,605.67
RETAINING WALL	\$31,429.79	\$0.00	\$24,230.18	\$1.34	\$7,200.95
WATER RESERVE	\$9,982.63	\$0.00	\$0.00	\$0.85	\$9,983.48
SEWER REVERSE	\$22,006.63	\$0.00	\$0.00	\$1.86	\$22,008.49
TENNIS COURTS	\$7,326.08	\$1,000.00	\$7,325.00	\$0.25	\$1,001.33
THORNE TRUST	\$19,484.30	\$0.00	\$0.00	\$0.83	\$19,485.13
TREE REPLACEMENT PROGRAM	\$7,662.47	\$0.00	\$0.00	\$0.00	\$7,662.47
TRIBUTE GARDEN DONATIONS	\$10,069.38	\$0.00	\$0.00	\$0.86	\$10,070.24
TOTAL	\$2,282,376.06	\$580,695.13	\$780,924.83	\$169.05	\$2,082,315.41

Treasurer's Updates: August 2022

- Sen. Acct Clerk will present at the October meeting. – Fund Balance as per AUD
- Submitted first leg of FEMA Grant for COVID- waiting on approvals to next step
- Continuing work on Bank Recs
- Budget Adjustments for Board Approval (next slide)

Tax Collection Report

Parcel Counts

Total Parcels	704	
Wholly Exempt	3	0.43%
Fully Paid	676	96.02%
Partial Paid	0	
Unpaid	25	3.55%
Unpaid State Owned	0	
Over Paid	0	
Overpaid Amount	0.00	

Receipt Information

Total Receipts	1,137,363.31	
Total Checks	1,135,175.81	99.81%
Total Cash	2,187.50	0.19%

Payments Collected

Tax Payment	1,135,059.15
Late Fee	2,304.16
Installment Fee	0.00
ISF Fee Paid	0.00
Reminder Fee Paid	0.00
Over/Short Total	0.00

Budget Amendments

GENERAL FUND

Account Number	Description	Increase	Decrease	Reason
71802.01.000.00	Tennis Courts Expense	\$1,000.00		Tribute Garden Donation- 8.11.22
54102.01.000.00	Sidewalks	\$9,000.00		Tribute Garden Donation- 8.11.22
02705.01.000.00	Donations		\$10,000.00	Tribute Garden Donation- 8.11.22
34104.01.000.30	Fire- Apparatus Maint.	\$16,318.00		Insurance Recovery Prior Year
00917.01.000.00	Fund Balance- Gen Fund		\$16,318.00	Rev closed to FB last year
71802.01.000.00	Tennis Courts Expense	\$22,325.00		Insurance Recovery Prior Year
00917.01.000.00	Fund Balance- Gen Fund		\$22,325.00	Reserve Acct Tennis Courts Reduced
		\$48,643.00	\$48,643.00	

Building Department Report: July 2022

Building Permits Issued	4
Sign Permit	0
Certificate of Occupancy	0
Certificate of Compliance	2
Certificate of Use	2
Municipal Searches	0
Total Fees Collected	\$1465

Planning & ZBA

Planning Board - Matt Anderson
No Update

ZBA- Andy Doro
No Update

Notes:

Building Department Report: August 2022

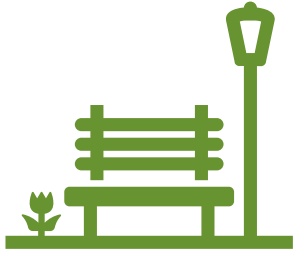
Building Permits Issued	6
Sign Permit	0
Certificate of Occupancy	2
Certificate of Compliance	1
Certificate of Use	0
Municipal Searches	0
Total Fees Collected	\$905

Planning & ZBA

Planning Board - Matt Anderson
No Update

ZBA- Andy Doro
Meeting on 9/19 for Generator on Franklin

Notes:



New Business

Proposed changes to Zoning law – Mayor Collopy

Deer Deaths & Vultures – Mayor Collopy



Old Business Updates

Sidewalk Status – Trustee Herzog

Status of code update of V&T chapter – Deputy Mayor Contino

Status of EV charger installation – Deputy Mayor Contino

Tennis courts update – Trustee Doro

Status of resolution for sewer connections outside Village – Mayor Collopy

Board of Trustee Updates

Mayor Tim Collopy

Deputy Mayor Vicky Contino

Trustee Mike Herzog

Trustee Buffy Arbogast

Trustee Peter Doro





Next Board of Trustees Meeting:

Wednesday, October 12, 2022 at 6:00 pm

MEETINGS ARE HELD AT THE
Millbrook Firehouse

20 Front Street, Millbrook

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