

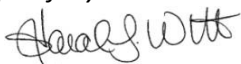
Village of Millbrook Board of Trustees

Wednesday, 06/14/2023 - 6 PM

Millbrook Firehouse, 20 Front Street, Millbrook NY,12545

1. **Roll Call:** Mayor Collopy, Deputy Mayor Doro, Trustee Herzog, Trustee Murphy, Fire Department (FD) Chief Boscardin Matt Rochfort (FD President), Officer Witt (OIC), Scott Osborn (VRI), Attorney MacDonald, and Clerk Witt
Absent: Trustee Contino
2. **Open meeting – 6:00 PM with Pledge of Allegiance.**
3. **Thank You Officer Poluzzi-** Officer Poluzzi retired from the Village of Millbrook PD and got a plaque to commemorate his 25 years of service to the Millbrook PD.
4. **Administrative Business:**
Town of Washington (TOW) Court: Councilmen Murphy and Audia were present at the BOT meeting to discuss financial issues and general updates with the TOW Court. Prior to the upcoming November '23 elections, the TOW may be putting to referendum to go from a two-judge court to a one-judge court. More details will be made available through TOW. They also asked the BOT if there is anything the Village can do that would help offset some court costs. No decisions were made by the BOT.
Minutes Approval: *Motion* made by Deputy Mayor Doro to approve the minutes of 05/10/2023, seconded by Trustee Herzog and all were in favor.
Voucher Approval: *Motion* made by Deputy Mayor Doro to accept the Voucher fund totals as presented, seconded by Trustee Herzog and all were in favor (attached).
Fireworks- Millbrook G&T: Mayor Collopy read from the attached letter concerning the dates for the fireworks display. The dates are July 1st with a rain date of July 7th. Mayor Collopy confirmed with OIC Witt that Police will be available to help with traffic.
5. **Sidewalk Replacement Project- Re: Trees:** Trustee Herzog explained in detail the reasons behind the need to remove five specific trees along Franklin Ave for the sidewalk replacement project. A few members of the public expressed their concerns about the removal and would like the Village to explore alternatives that may keep the trees- as they are mature and provide very good shade coverage. Trustee Herzog said a DEC urban forestry representative came out to assess the trees and he said to shave the roots down would essentially kill the trees three to four years down the road. There could also be the potential that the roots cause the sidewalks to become uneven again. Members of the public asked for a list of trees that will be replacing the trees. Mayor Collopy said there have been no decisions made but will be open to suggestions. There will be another discussion concerning the trees- date TBD. (The notice placed on the trees is attached)
6. **Department Reports:**
 - a. **Fire & Rescue** – Read from attached report. FD President Rochfort reported the FD is celebrating 115 years as a department and the Millbrook Fireman's Parade will host the Dutchess County Fireman's Parade with over 20 companies. Block Party is still on schedule for July 6-8th.
 - b. **Police** – OIC Witt: read from attached monthly report. The Board tabled the discussion on buying a new PD vehicle (until the July meeting)- budget being the main factor. OIC Witt said foot patrols have been increased.
 - c. **Highway** – PWS Collocola read from attached monthly report. He reported they will be milling and paving Reservoir Dr- will cost roughly \$83,000 and they plan on doing oil and stone on Ciferri Dr- which will cost about \$16,600. Dates to be announced.
 - d. **Water & Sewer** – S. Osborne: read from attached monthly reports.
 - e. **Treasurer & Building Dept** – Clerk Witt: read from attached reports.
7. **Public Comments-** None.
8. **Board Member Updates**
9. **Next board meeting: Business Meeting: July 12, 2023**
10. **Adjournment:** *Motion* to adjourn at 8:20 PM was made by Mayor Collopy seconded by Deputy Mayor Doro and all were in favor.

Respectfully submitted by Village Clerk



Sarah J. Witt



March 9, 2023

Village of Millbrook
35 Merritt Avenue
Millbrook, NY 125

Re: Fireworks Show

Dear Board of Trustees,

Please allow this letter to formally request permission to host fireworks at the Millbrook Golf & Tennis Club, on Saturday, July 1, 2023. The show will commence at approximately at 8:30pm. Legion Fireworks, Inc of Wappingers Falls has been contracted to handle the performance.

In the event of inclement weather, the fireworks display will be moved to Friday, July 7th.

Additionally, any police assistance that you can provide with traffic flow on Church Street would be greatly appreciated.

Thank you in advance for any courtesies that you may extend on our behalf.

With regards,


Andrew Gerbutavich

General Manager

VILLAGE OF MILLBROOK BOARD OF TRUSTEES

-NOTICE-

CONSTRUCTION ACTIVITY AND TREE REMOVALS ALONG FRANKLIN AVENUE

As part of the Dutchess County Community Development Block Grant (CDBG) awarded to the Village of Millbrook for the multi-phase 'Sidewalk Improvement Project', five trees along Franklin Avenue will be removed (reasons are listed below). The trees are identified with numbered ribbons.

Tree #	Reason For Removal	Tree Replacement*
1	Lifted roots have damaged the curb and prevent achieving proper drainage away from the building.	10-foot shade tree
2	Lifted roots prevent achieving proper drainage away from the building and the tree is too close to the Diner steps.	10-foot shade tree
3	Lifted roots prevent proper drainage away from the building and are a possible tripping hazard.	10-foot shade tree
4	Lifted roots prevent proper drainage away from the building and are a possible tripping hazard.	10-foot shade tree
5	Urban Forester has determined that this tree has suffered severe weather damage and will soon die.	10-foot shade tree

*(Trees will be replaced- dates TBD.)

PLEASE FORWARD QUESTIONS/COMMENTS/CONCERNS TO MAYOR COLLOPY

E-MAIL: VILLAGEOFMILLBROOKMAYOR@GMAIL.COM (SCAN QR CODE)



PHONE: 845-677-3939 OPTION 5



VILLAGE OF MILLBROOK



BOARD OF TRUSTEES



Board of Trustees Meeting
June 14, 2023 @ 6:00 pm

PLEASE SILENCE YOUR CELL PHONE

Village of Millbrook
Board of Trustees Agenda
Wednesday, 6/14/2023 - 6 PM
Location: Millbrook Firehouse, 20 Front Street, Millbrook

Residents are welcome to attend in-person.

This meeting will be broadcast on YouTube Live & then will be posted to the Village website

- 1. Open Meeting:** Pledge of Allegiance, moment of silence & roll call of trustees
- 2. Recognition:** Officer Rich Poluzzi retirement
- 3. Administrative Business:**
 - a. Minutes approval
 - b. Voucher approval
 - c. MB G&T fireworks on Saturday, 7/1 (rain date 7/7)
- 4. Department Reports:**
 - a. DC Legislature update – Legislator Houston
 - b. Fire & Rescue – Chief Boscardin, President Rochfort
 - c. Police – OIC Witt
 - i. Police walking patrol
 - ii. Police vehicle funding proposal
 - iii. Traffic control at Front & Franklin and Washington & Church
 - d. Highway – Hwy Super Collocola
 - i. Paving & oil/stone plans for 2023
 - e. Water & Sewer – VRI: S. Osborn
 - f. Treasurer & Building Dept – Clerk Witt
- 5. Public Comments**
- 6. Additional Board Member Updates:**
 - a. Deputy Mayor Doro – STR's; tennis court
 - b. Trustee Herzog - sidewalk
 - c. Trustee Contino - EV station
 - d. Trustee Murphy
 - e. Mayor Collopy - proposed updates to Senior & Veteran tax exemptions; MCSD comeback; VHall
- 7. Next regular board meeting – Wednesday, 7/12/2023 - 6PM**
- 8. Adjournment**



Voucher Totals

June 14, 2023

Notes:

- The Tribute Garden fund was used to pay for new conference tables in the Village Hall meeting room

The following were paid after the last meeting:

- Sewer Pump House Interest Payment of \$6,534.25
- NDP check was shorted by \$1,000 (typo)

Unpaid Vouchers			
	22/23 FY	23/24 FY	TOTAL
General Fund	\$ 50,797.51	\$ 62,236.08	\$ 113,033.59
Water Fund	\$ 25,899.08	\$ 169.83	\$ 26,068.91
Sewer Fund	\$ 27,549.59	\$ 4,482.05	\$ 32,031.64
Tribute Garden Fund	\$ 1,496.00		\$1,496.00
TOTALS:	\$ 105,694.08	\$ 66,887.96	\$ 172,630.14

VILLAGE OF MILLBROOK BOARD OF TRUSTEES

-NOTICE-

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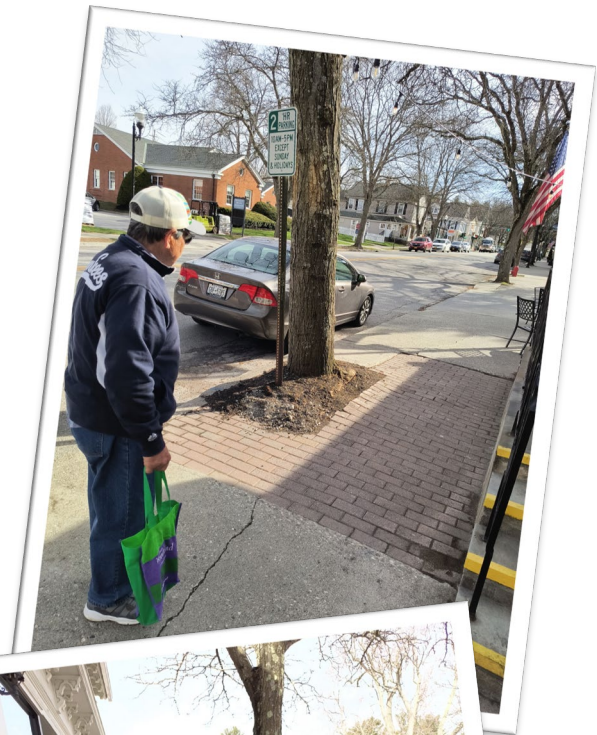
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PHONE: 845-677-3939 OPTION 5



VILLAGE OF MILLBROOK  **BOARD OF TRUSTEES**



MILLBROOK FIRE DEPARTMENT

MAY 2023

87 INCIDENTS REPORTED

Millbrook Fire Dept	
Automatic Fire Alarm	18
EMS Call	57
Gas Odor	2
Motor Vehicle Accident	3
Smoke Investigation	2
Brush Fire	2
Fires	1
TOTALS:	87

EMS Responses	
NDP (49-79)	57
MFD Ambulance	8
MFD Members	45
Mutual Aid Given	
Fire	1
EMS	5
Mutual Aid Received	
Fire	0
EMS	2*

* Both 2nd call in district

V.M.P.D MONTHLY REPORT

MAY 2023

125 INCIDENTS REPORTED

(including, but not limited to)

Incident #'s 17972-18097

TRAFFIC		ASSIST OTHER AGENCIES		POLICE ACTIVITY		PUBLIC SERVICE			
UTT	5	NY State Police	5	Domestic	2	MHL	1	Death	1
MPT	4			Harassment	2	ANIMAL	1	School Checks	19
VT COMPL	12	Fire Department	8	Criminal Mischief	1	AS CIT	4	Foot Patrol	10
PK COMPL	10	EMS	12	Disturb	4	CIVIL	2	Funeral – Judge Prisco	1
PDAA	1					SUSP ACT	2	Welfare Check	2
H&R	1	Town of Washington Court	3			EID	3	Memorial Day Parade	1
HAZARD	2	Millbrook Central School	5			FOIL	5		
TRFF DERL	4					L/F PROP	5		

Daily Brush Pick-Up Has Ended!

Summer Brush Pick-Up Dates

Monday, July 10

Monday, August 14

Monday, September 11

villageofmillbrookny.com/public-works/#brush

**BRUSH PICK-UP DOES NOT
INCLUDE YARD CLEARING, TREE
REMOVAL OR LEAF PILES.**

Public Works Monthly Report May 2023

1. **DAILY BRUSH PICK-UP ENDED MAY 31ST**
2. **Next Summer Brush Pick-Up Day: Monday July 10th**
3. Tree trimming of low hanging branches, various locations
4. Removed fallen tree on Alden Place
5. Mowed and trimmed all properties
6. Curb painting throughout village
7. Finished brush pick up
8. Trimmed back right away bushes
9. All Village walkways and stop lines repainted, with 2 walkways added to Alden Place
10. Repaired Broken country curb on Maple Ave
11. Put up Tree city banner on Tennis court fence
12. Removed Boy scout garbage from Village hall basement
13. Painted dump bodies of trucks
14. Cold patching potholes continues
15. repaired catch basin on Nine Partners Lane
16. Town of Washington assisted in grading dirt road on Johnson Ave
17. Repaired oil burner relief valve at Highway garage
18. Began removing and replacing signs as per new code

Monthly Water Report

May 2023

	May	April	March
Total Water Produced	4,893,630	4,512,970	4,553,330
Average Daily Flow	157,859	150,432	146,882
Peak Day Flow	215,375	210,870	228,510

Sampling Results:

	May	April	March
Total Coliform	Absent	Absent	Absent

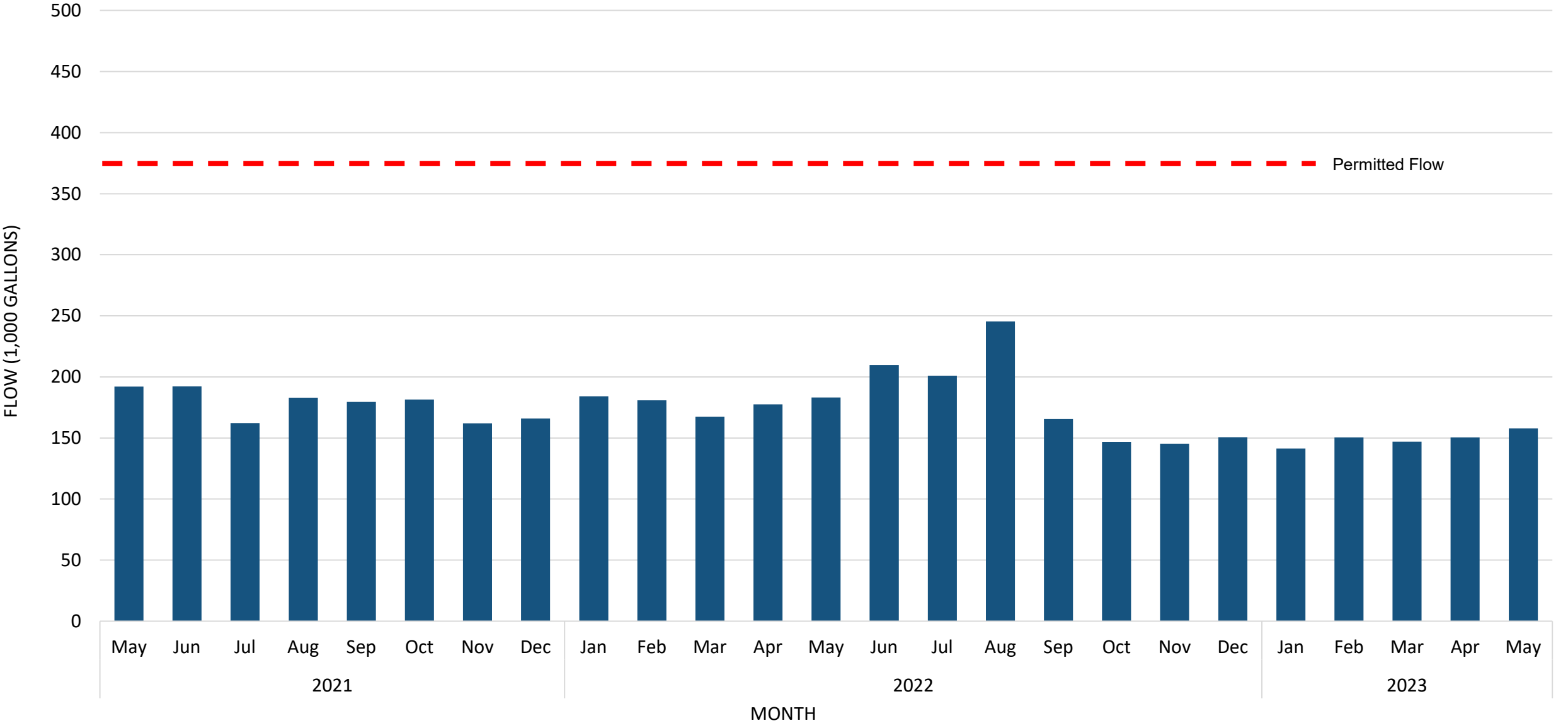
* Results not in compliance

Comments:

1. Performed all routine sampling and maintenance
2. Replaced curb valves on Franklin Ave
3. Replaced 1 water meter

Millbrook Water

Average Daily Flow



Monthly Sewer Report

May 2023

	May	April	March	Permit Limit
Total Effluent Flow	4,371,694	4,045,640	9,848,886	n/a
Average Daily Flow	141,000	134,900	317,700	n/a
12-Month Rolling AVG	181,000	183,000	196,000	250,000
Peak Daily Flow	292,946	237,918	491,525	n/a
Precipitation (<i>in. as liquid</i>)	1.5"	5.0"	2.2"	n/a

SPDES Permit Samples: (mg/l)

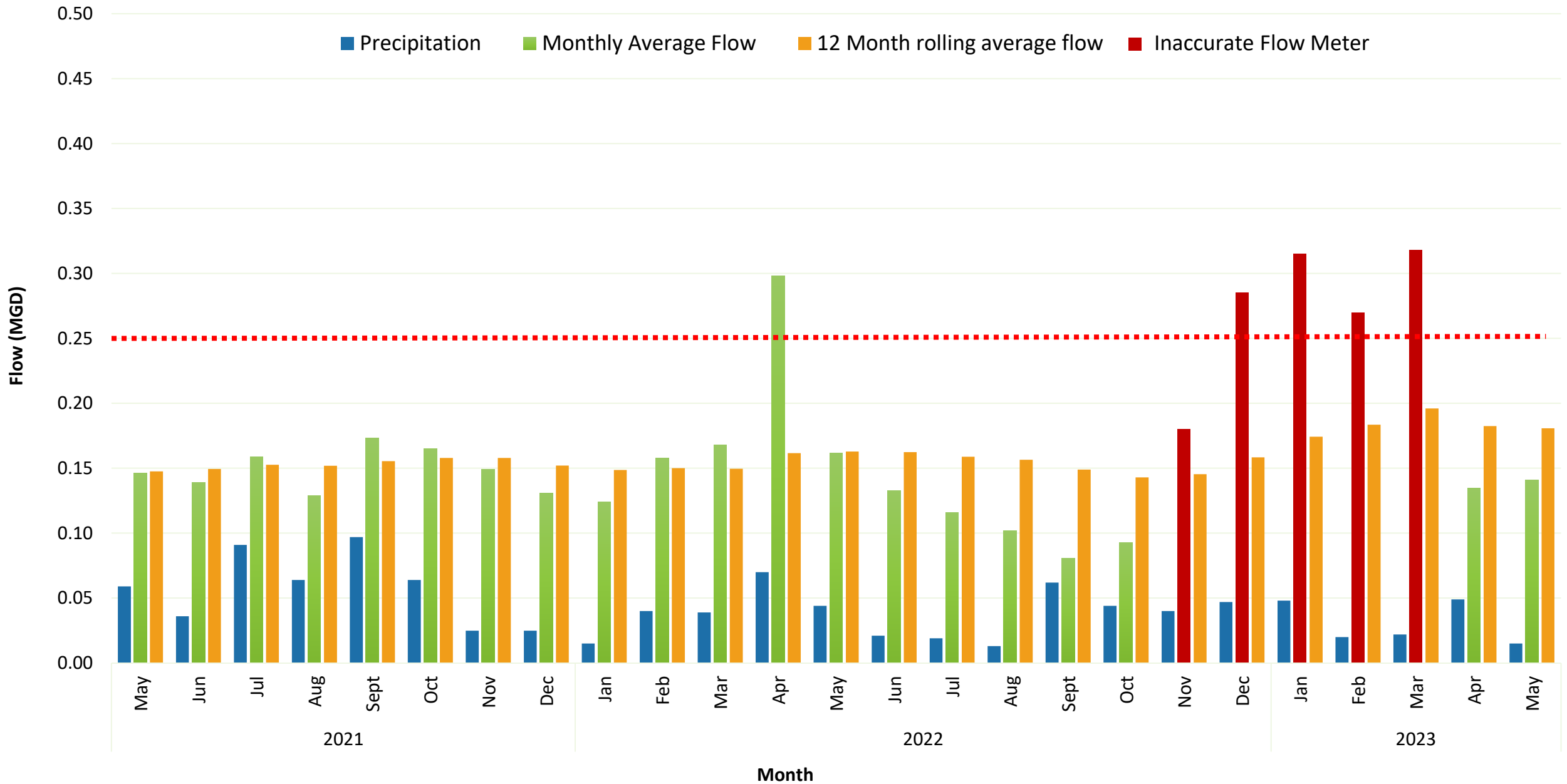
	May	April	March	Permit Limit
BOD	4 mg/l	2 mg/l	2 mg/l	15 mg/l
Percent Removal	98 %	99 %	99 %	85%
Total Suspended Solids	2 mg/l	2 mg/l	2 mg/l	15 mg/l
Percent Removal	99 %	100 %	99 %	85%
TKN as N	0.8 mg/l	0.63 mg/l	0.7 mg/l	8 mg/l
Fecal Coliform	2/100 ml	n/a	n/a	200/100 ml

* Exceeds permit limit

Comments:

1. Performed all routine sampling and maintenance
2. Cleaned filter beds
3. Kinsley repaired generator
4. Responded to sewer back up off Nine Partners. Flushed main line and checked all manholes

Millbrook WWTP



Building Department Report: May 2023

Building Permits Issued	6
Sign Permit	0
Certificate of Occupancy	3
Certificate of Compliance	6
Certificate of Use	0
Municipal Searches	1
Outdoor Dining Permit	1
Total Fees Collected	\$ 1465.00

Planning & ZBA

PB:

ZBA:

Notes:

Treasurer's Report: Bank Balances - May 2023

	05/01/2023	DEPOSITS	DISBURSED	INTEREST	05/31/2023
TAX ACCOUNT	\$124,730.83	\$460.00	\$125,190.83	\$21.06	\$21.06
GENERAL FUND	\$305,635.89	\$26,933.58	\$146,270.60	\$47.69	\$186,346.56
WATER FUND	\$100,901.37	\$45,918.63	\$27,770.72	\$23.54	\$119,072.82
SEWER FUND	\$112,961.39	\$612,963.03	\$622,712.20	\$38.30	\$103,250.52
ACCOUNTS PAYABLE	\$24,068.44	\$138,833.70	\$140,483.74	\$0.00	\$22,418.40
ESCROW (PLANNING & ZONING)	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00
HNL TRUST	\$26,653.23	\$0.00	\$0.00	\$4.53	\$26,657.76
MEDICAL DEDUCTIBLE	\$4,506.12	\$0.00	\$1,441.69	\$0.00	\$3,064.43
MILLBROOK RESTORATION	\$23,751.89	\$0.00	\$0.00	\$5.04	\$23,756.93
PAYROLL ACCOUNT	\$12,652.00	\$62,332.84	\$53,382.27	\$0.00	\$21,602.57
POLICE VEHICLE FUND	\$1,728.24	\$0.00	\$0.00	\$0.00	\$1,728.24
RESERVE FOR FIRE TRUCK	\$1,676.46	\$0.00	\$0.00	\$0.21	\$1,676.67
RETAINING WALL	\$2,001.50	\$0.00	\$0.00	\$0.00	\$2,001.50
WATER RESERVE	\$9,997.06	\$0.00	\$0.00	\$2.13	\$9,999.19
SEWER REERVE	\$22,038.45	\$0.00	\$0.00	\$4.68	\$22,043.13
TENNIS COURTS	\$301.94	\$0.00	\$0.00	\$0.06	\$302.00
THORNE TRUST	\$19,502.40	\$0.00	\$0.00	\$2.49	\$19,504.89
TREE REPLACEMENT PROGRAM	\$7,663.90	\$0.00	\$0.00	\$0.65	\$7,664.55
TRIBUTE GARDEN DONATIONS	\$10,083.94	\$0.00	\$0.00	\$2.15	\$10,086.09
TOTAL	\$814,355.05	\$887,441.78	\$1,117,252.05	\$152.53	\$584,697.31

Treasurer's Report: NYCLASS Balances - May 2023

	Beginning Balance	Contributions	Withdrawls	Income Earned	Income Earned YTD	Month End Balance
RESERVE FOR FIRE TRUCK	\$264,079.01	\$0.00	\$0.00	\$1,089.21	\$4,341.64	\$265,168.22
TAX ACCOUNT	\$203,763.96	\$100,000.00	\$0.00	\$920.76	\$3,858.14	\$304,684.72
WATER FUND	\$20,374.44	\$5,000.00	\$0.00	\$93.38	\$387.10	\$25,467.82
SEWER FUND	\$254,695.01	\$335,000.00	\$250,000.00	\$975.92	\$4,647.50	\$340,670.93
TOTAL	\$742,912.42	\$440,000.00	\$250,000.00	\$3,079.27	\$13,234.38	\$935,991.69

Average Monthly Yield: 4.8467%
YTD INCOME EARNED: \$ 13,234.38

Total Balances - April 2023

	Beginning Balance	Contributions	Withdrawls	Income Earned	Month End Balance
BANK BALANCE	\$814,355.05	\$887,441.78	\$1,117,252.05	\$152.53	\$584,697.31
NYCLASS BALANCE	\$742,912.42	\$440,000.00	\$250,000.00	\$3,079.27	\$935,991.69
TOTAL	\$1,557,267.47	\$1,327,441.78	\$1,367,252.05	\$3,231.80	\$1,520,689.00



Clerk/Treasurer Highlights

- Prepared reports for tax collection season
 - Mailed out Tax Bills 5/26
- Worked on Bank Recs to prepare for 22/23 Annual Report
 - As of June 1st- started collecting taxes
 - Taxes Collected to date: \$500,050



Board of Trustee Updates

Mayor Tim Collopy

Deputy Mayor Peter Doro

Trustee Mike Herzog

Trustee Vicky Contino

Trustee Patrick Murphy





Next Board of Trustees Meeting:

Monthly Business Meeting

Wednesday, July 12, 2023 at 6:00 pm

MEETINGS ARE HELD AT THE
Millbrook Firehouse

20 Front Street, Millbrook

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