

Village of Millbrook Board of Trustees
Wednesday, 8/9/2023 - 6 PM
Millbrook Firehouse, 20 Front Street, Millbrook NY,12545

Roll Call: Mayor Collopy, Trustee Herzog, Trustee Contino, Trustee Murphy, Bob Collocola (PWS), Dominic Boscardin (FD Chief), Matt Rochfort (FD President), Officer Witt (OIC), Scott Osborn (VRI), Attorney Mackey and Deputy Clerk Zeko

Absent: Deputy Mayor Doro, Clerk Witt

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

2. Administrative Business:

- a. **Minutes Approval:** **Motion** made by Trustee Herzog to accept the 7/12 & 7/19 minutes, seconded by Trustee Contino and all were in favor.
- b. **Voucher Approval:** **Motion** made by Trustee Herzog to accept the fund totals for Vouchers as presented seconded by Trustee Contino and all were in favor.
- c. **Request to move September meeting** to Wednesday, September 20, 2023 was approved.

3. Department Reports:

- a. **Parade of Lights:** Mayor Collopy asked the board if they felt there were any issues with having the Parade of Lights this year, no one had any issues. Ceil Collopy announced that the Parade of Lights will be held on Friday, December 1, 2023. Mayor Collopy asked if the Police & Highway would assist with putting police tape along the route for safety.
- b. **DC Legislature update** – Legislator Houston was not present
- c. **Fire & Rescue** – FD Chief Boscardin read from the attached report. He stated that the number of EMS responses should decrease as Greenbriar Adult Home has been shut down by the Department of Health. The lockout calls are from residents from group homes calling 911 and state police then dispatch the fire department. Chief Boscardin stated he has received 2 quotes so far for the Chief's vehicle and is waiting on 1 more quote. The 2 quotes so far are \$80,000 and \$65,000 plus graphics. Chief Boscardin discussed that in order to make the current Chief's truck, which is 10 years old, safe to be used as a police vehicle it would need new tires, brakes, suspension & serpentine belt, which he estimated would be around \$4,000. FD President Matthew Rochfort stated that the new windows were installed in the firehouse, one of which was defective but will be replaced.
- d. **Police** – OIC Witt read from the attached report. He stated that the reason for lower than normal numbers are due to staffing issues and that foot patrol numbers were low due to the bad weather. Mayor Collopy explained that the lack of police coverage is due to "bidding wars" and long shifts. Recommended reducing part-time shifts to 6 or 7 hours. Mayor Collopy stated that he would like Lexipol to work with Officer Witt to institute a manual for policies & procedures which would cost \$15k, perform routine updates for an additional \$2k/year and provide online tracking and training for an additional \$1k/year. Mayor Collopy stated that they would use extra funds from last fiscal year to pay for Lexipol.

Motion made by Mayor Collopy to sign the contract with Lexipol to update police policy & procedures manual and institute online tracking & training seconded by Trustee Contino and all were in favor.

New police vehicle options were discussed. *Received 4-5 bids and the Dodge Durango would be the best option for about \$55k.*

- e. **Highway** – PWS Collocola read from the attached report. All 51 new signs have been installed/replaced. Reported that hedges need to be cut back from sidewalks. Sidewalk grinding to be done in September, ~ \$1800. Paving & chip sealing tentative date 8/29 with no road closures. Milling and paving of Reservoir Drive tentative date of 9/5 & 9/6 (tentative) PWS Collocola reported that half the tree budget has been used already for cutting & trimming a lot of trees.
- f. **Sidewalk Project** – Trustee Herzog
- I. **Review of Bids**
Motion made by Mayor Collopy to award Sun Up Construction Corporation the contract for phase 1 and phase 2 of the Franklin Avenue sidewalk project seconded by Trustee Murphy and all were in favor.
 - II. **Funding Options**
Received block grants from Dutchess County - \$100K for phase 1 and \$100k for phase 2. Village may have to put up \$34k to cover phase 1 overage. Phase 2 is fully covered.
Motion was made by Mayor Collopy to authorize a transfer of \$100,000 from the general fund to the sidewalk fund seconded by Trustee Herzog and all were in favor.
 - III. **Board approval of STC trees**
Motion made by Mayor Collopy to accept the tree replacement for the sidewalk project seconded by Trustee Herzog and all were in favor.
 - IV. **Trees Accepted:**
Princeton Elm or Japanese Zelkova, which are larger trees, were recommended in front of Stewarts & the Alpaca Store. For the other locations, there were 3 possibilities, The best option is the Red Maple. If not available the other options would be Chinkapin Oak or Tulip Tree.
- g. **Water & Sewer** – Scott Osborne read from the attached report.
- I. **Sewer Pump Station Status**
Cost went up not down. Cost is about \$310k, waiting for parts. Tentative date scheduled for install is December 27th, weather depending. Generator is scheduled to arrive prior to pump station.
- h. **Treasurer & Building Dept** – Deputy Clerk Zeko
See attached report.
- I. **Planning Board Resignation: Ann Ledy**
Motion made by Mayor Collopy to accept Ann Ledy's Planning Board resignation, seconded by Trustee Murphy and all were in favor.
 - II. **3 candidates applied for position. Chairman Matt Anderson recommended to appoint Frank Redl**
Motion made by Mayor Collopy to appoint Frank Redl to the planning board, seconded by Trustee Murphy and all were in favor.
- i. **Resolution 2023-008v1** Introducing Local Law 3 of 2023 to increase Senior & Veteran Tax Exemption – Mayor Collopy
Motion made by Trustee Herzog to adopt resolution 2023-008 Introducing Local Law 3 of

2023 to increase Senior & Veteran Tax Exemption, seconded by Trustee Murphy and all were in favor.

Motion made by Mayor Collopy to schedule a public hearing on Wednesday, September 20, 2023 for the proposed changes to the exemption limits for the senior & veteran tax exemption, seconded by Trustee Contino and all were in favor.

4. Public Comments

Public discussed concerns about the STR code. [See video for comments](#)

5. Board Member Updates (Please see attached notes for details)

a. **Deputy Mayor Doro** (absent)

b. **Trustee Herzog: Resolution for Greenhouse Gas Inventory & NRI Presentation 9/21**

Motion made by Mayor Collopy to accept Resolution 2023-007 to undertake a community greenhouse gas inventory and community action plan, seconded by Trustee Herzog in a roll call vote: Mayor Collopy – Aye, Trustee Herzog – Aye, Trustee Contino – Aye, and Trustee Murphy – Aye. Deputy Mayor Doro was absent.

c. **Trustee Contino:** EV Station & Code Update Proposal

d. **Trustee Murphy:** Village Hall Front Steps

e. **Mayor Collopy:** Sewer Pump Station, Planning Board Appointment, NYCOM, Village Property

6. Next board meeting: Wednesday, TBA

7. Adjournment

Motion to adjourn at 8:46 PM was made by Mayor Collopy, seconded by Trustee Herzog and all were in favor.

8. Auditing of Bills

Respectfully submitted by Deputy Clerk



Nicole Zeko