

Village of Millbrook Board of Trustees
Wednesday, 3/13/2024 - 6 PM
Millbrook Firehouse, 20 Front Street, Millbrook NY, 12545

Roll Call: Mayor Collopy, Deputy Mayor Doro, Trustee Herzog, Trustee Contino, Trustee Murphy. PWS Collocola, Fire Chief Dominic Boscardin, Fire President Matthew Rochfort, Scott Osborn (VRI), Attorney Ian MacDonald and Deputy Clerk Zeko

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

2. Administrative Business:

- **Minutes Approval:** **Motion** made by Trustee Herzog to accept the **2/14/24** minutes, seconded by Trustee Murphy and all were in favor.
- **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. (see [page 3 of presentation](#))
- **Appointment of Village Historian:** **Motion** made by Deputy Mayor Doro to appoint Peter Devers as the Village Historian seconded by Trustee Murphy and all were in favor.
- **Other:** Mayor Collopy announced that the Village of Millbrook was named a 2023 Tree City USA by the Arbor Day foundation for the 32nd year. He also announced that the Village received a certificate from the Angels of Light for the help with the Christmas toy collection.

3. Department Reports:

- **Fire & Rescue** – Chief Boscardin read his report. (see [page 5 of presentation](#)) He noted that their 1st bingo night was a success with about 120 people in attendance. He also reported that they are waiting for AAR auction to come and take photos of the old chief's truck in order to put it up for auction.
- **Police** – OIC Witt was absent (see [page 6 of presentation for report](#)).
10K Grant Usage: Trustee Contino reported that the police protective equipment that the police department is seeking is eligible for the funding from Assemblymember Didi Barrett's office. Reported that Sergeant Witt has begun working with an approved vendor and is requesting 2 sets of ballistic helmets & shields and a partial set for the chief. **Motion** made by Trustee Herzog to approve that the invoice from the vendor to purchase 2 ballistic helmets and shields and a minimal set for the new chief be taken from the police equipment line and then reimbursed from the state, seconded by Trustee Contino.
Lexipol Update: Trustee Contino reported that they were currently discussing the line of duty death policy. She also stated that there is approximately 10 more weeks of work to finish the policies. Mayor Collopy noted that he has received about 8-9 resumes for the Police Chief position. The deadline to submit resumes is 3/18/24. After the deadline Mayor Collopy will start to schedule the 1st level of interviews.
- **Highway** – PWS Collocola read his report. (see [page 7 of presentation](#)) He noted that Out on a Limb came in and trimmed all the trees in the business district back away from the buildings along Franklin Ave and should last 3 to 5 years. He also noted that the new truck was delivered to Hudson Valley Truck and Trailer and that they are working on outfitting it as soon as possible. Once the truck is complete, the old highway truck will be auctioned off. PWS Collocola announced that pot hole repair is now covered by CHIPS. Deputy Mayor Doro asked, due to multiple requests, if the tennis courts could open before April 1st. They agreed to open them early. Mayor Collopy mentioned that he has received requests to put pickleball on the tennis courts. The board was not in favor.
- **Water & Sewer** – S. Osborn read his report. (see [pages 9-13 of presentation](#))
Osborn reported that, in response to the WWTP RFQ, he is waiting on an amount from Tighe & Bond. The village received a proposal from Delaware Engineering for \$7.35 million. Osborn stated that he is waiting on the health department for approval in order to install the new pump and generator.
- **Treasurer & Building Dept** (see [pages 14-17 of presentation](#))
Rollover Pump Station BAN: **Motion** made by Deputy Mayor Doro to accept resolution 2024-004 authorizing the issuance of a \$325,000 Bond Anticipation Renewal Note for the financing of the

repairs/improvements to the South Millbrook Sewer Pump House, seconded by Trustee Herzog and all were in favor. Resolution was adopted on 3/13/2024.

Use of Funds:

Thorne Trust Account – Mayor Collopy stated that he is waiting to hear back from George Whalen III in regards to money being used.

FEMA funds in NYCLASS was a reimbursement for COVID expenses and are planning to use the funds for new audio & video equipment for meetings.

4. Old Business:

- **STR Update:** Deputy Mayor Doro noted that the village signed a contract with Granicus who will be providing services to monitor the regulation of the STR's. The village will be billed initially but Dutchess County will reimburse the village for that service. Mayor Collopy noted that the STR permit application should be available by end of month with hopes of starting to get fire inspection started in April. Deputy Mayor Doro had some data from Granicus stating that at the end of February that there were 14 unique STR's in the village.

5. Board Member Updates:

- Trustee Herzog announced that there will be a Shade Tree Committee meeting, possibly on March 18th, to discuss arbor day, tree inspections, tree on Elm needs to be re-evaluated, getting bids on tree plantings for Franklin Ave. He also stated that the insurance expired on the sidewalk project and needs to be renewed.
- Trustee Contino attended a press conference at the waste water treatment plant on March 7, 2024 with Senator Michelle Hinchey and Assemblymember Didi Barrett who presented the Village of Millbrook \$250,000 in joint state funding to help with the upgrade of the South Millbrook (Bennett) Wastewater Pump Station. She also noted that the EV charger usage for 6 months was 93 charging sessions, 35 unique drivers averaging 27 hours each at the port and about \$705 has been spent on charging. [See case study](#) by Central Hudson.
- Trustee Murphy said he received 2 prices for sidewalk additions at the top of Franklin to attach Maple Ave. He is waiting for 1 more quote.
- Mayor Collopy announced that he received a preliminary notice from Dutchess County notifying that Stanford Road will be closed at the falls for bridge repair starting May 1, 2024 and continue through Mid-September. Mayor Collopy stated he wants to re-apply to Shumer, Gillibrand & Ryan for "member money" asking for \$2million in additional funding for the waste water treatment plant project. Mayor Collopy stated that the County is going to set up a meeting with the Village to discuss the process of the CDBG application for stages 3 & 4 of the sidewalk project.

6. Upcoming Budget Meetings: 3/20 Hwy & Front Office, 3/27 Expense Roll-Up

7. Next Board Meeting: Wednesday, 4/10 – includes Budget Public Hearing

8. Executive Session:

Motion made by Mayor Collopy to **go into executive session** at 7:00 PM to discuss personnel matters, seconded by Deputy Mayor Doro and all were in favor.

Motion made by Deputy Mayor Doro to **RE-ENTER the meeting** at 7:15 PM seconded by Trustee Herzog and all were in favor.

9. Adjournment

Motion made by Deputy Mayor Doro to **adjourn meeting** at 7:56 PM seconded by Trustee Herzog and all were in favor.

Respectfully submitted by Village Deputy Clerk


Nicole Zeko

**2024-004 BOND ANTICIPATION RENEWAL NOTE RESOLUTION, dated March 13, 2024,
Authorizing the issuance of a \$325,000.00 Bond Anticipation Renewal Note of the Village of Millbrook
pursuant to the Local Finance Law, for the purpose of financing the “Repairs/improvements to the South
Millbrook Sewer Pump House and related accessories in and for the Village of Millbrook.”**

WHEREAS, the Village Board of the Village of Millbrook, at its meeting on April 26, 2023, adopted a resolution effective as of April 26, 2023, authorizing the issuance of serial bonds in the amount of \$400,000.00 for the purpose of financing the repairs/improvements to the South Millbrook Sewer Pump House and related accessories in and for the Village of Millbrook, and

WHEREAS, the Village Board of the Village of Millbrook, at its meeting on April 26, 2023, adopted a resolution authorizing the issuance of a bond anticipation note, in anticipation of the sale of the aforesaid bonds, in the amount of \$325,000.00, for the purpose of financing the repairs/improvements to the South Millbrook Sewer Pump House and related accessories in and for the Village of Millbrook; and

WHEREAS, the Village Board of the Village of Millbrook, now wishes to adopt a Bond Anticipation Renewal Note, in anticipation of the sale of the aforesaid bonds, in the amount of \$325,000.00, and

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Millbrook as follows:

Section 1. The Village of Millbrook shall issue a Bond Anticipation Renewal Note in the principal amount of \$325,000.00 pursuant to the Local Finance Law in order to finance the specific object or purpose hereinafter described, in anticipation of the issuance of serial bonds authorized by the Bond Resolution of the Village of Millbrook dated April 26, 2023.

Section 2. The specific object or purpose for which the obligations are to be issued is financing the Repairs/improvements to the South Millbrook Sewer Pump House and related accessories in and for the Village of Millbrook.

Section 3. As required by the Local Finance Law, it is hereby stated that:

- a) This is a renewal Bond Anticipation Note. The original Bond Anticipation Note was issued April 27, 2023, in the amount of \$325,000.00. That Note will be retired at maturity and replaced with the \$325,000.00 Bond Anticipation Renewal Note authorized by this resolution.
- b) Said bond anticipation renewal note will mature on April 26, 2025.
- c) Such notes are not issued in anticipation of bonds for an assessable improvement.

Section 4. The power to prescribe the terms, forms and contents of said bond anticipation note, subject to the provisions of this resolution, and to sell and deliver said bond anticipation note, is hereby delegated to Sarah J. Witt, Treasurer of the Village of Millbrook. The Treasurer of the Village of Millbrook is hereby directed to sign any bond anticipation note issued pursuant to this resolution, and the Deputy Village Clerk is hereby directed to attest to said signature and to affix to such notes the corporate seal of the Village of Millbrook.

Section 5. The faith and credit of the Village of Millbrook are hereby pledged for the payment of the principal of and interest of the Bond Anticipation Note.

Section 6. This resolution shall take effect immediately.

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
Trustee Herzog	AYE
Trustee Contino	AYE
Trustee Doro	AYE
Trustee Murphy	AYE

The resolution was thereupon declared duly adopted.

DATED: Millbrook, New York
March 13, 2024



NICOLE ZEKO, VILLAGE DEPUTY CLERK
Village of Millbrook