



Board of Trustees Meeting
June 12, 2024 @ 6:00 pm

PLEASE SILENCE YOUR CELL PHONE

Agenda

Village of Millbrook
Board of Trustees
Wednesday, June 12, 2024
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:**
 - a. Pledge of allegiance & roll call of trustees
 - b. Announce Pat Murphy as Deputy Mayor
2. **Administrative Business:**
 - a. Minutes approval
 - b. Voucher approval
 - c. Review yard sign restrictions
 - d. Upcoming Parade of Lights – coordinator needed
3. **Department Reports:**
 - a. DC Legislature – DC Legislator Houston
 - b. Fire & Rescue – Chief Boscardin, President Rochfort
 - i. Board approval of new members to FD & EMS
 - c. Police – Chief Dworkin
 - i. Report of awards to MBPD
 - d. Highway – Hwy Super Collocola
 - i. Review recently planted trees – Trustee Herzog
 - e. Water & Sewer – S. Osborn, VRI
 - i. Resolution to apply for WQIP grant
 - f. Treasurer & Building Dept – Clerk Witt
 - i. Appoint Keith Del Valle to ZBA & Doug Dundas to PB
4. **Old Business:**
 - a. Sidewalk completion outlook – Trustee Herzog
 - i. CDBG next steps – Deputy Mayor Murphy
 - b. Sidewalk connection from Maple Ave to Franklin – Deputy Mayor Murphy
 - c. Proposal to convert streetlights to LED – Trustee Herzog
5. **New Business:**
 - a. Tennis fence repair proposal – Trustee Doro
 - b. Introduce resolution to keep thoroughfares clear – Trustee Doro
 - c. Propose development moratorium for RU districts – Trustee Doro
 - d. NRI Benchmarking Resolution for VoM – Trustee Herzog
6. **General Public Comments**
7. **Board Member Updates**
8. **Next Board Meeting:** Wednesday, 7/10/2024 - 6PM
9. **Adjournment**

Unpaid Voucher Totals June 12, 2024

	FY 23/24	FY 24/25	Total
General Fund	\$26,371.63	\$49,199.19	\$75,570.82
Cap Sidewalks	\$7,328.40		\$7,328.40
Water Fund	\$8,753.57	\$759.63	\$9,513.20
Sewer Fund	\$24,622.25	\$17,884.49	\$42,506.74
TOTAL:	\$67,075.85	\$67,843.31	\$134,919.16

MILLBROOK FIRE DEPARTMENT

MAY 2024

75 INCIDENTS REPORTED

Millbrook Fire Dept	
Automatic Fire Alarm	14
EMS Call	58
Motor Vehicle Accident	2
Structure Fire Call	0
Wires Down	1
TOTALS:	75

NOTES:

Monthly drills

- Extrication & Bailout

EMS Responses	
NDP (49-79)	55
MFD Ambulance *	1
MFD Members	41

Mutual Aid Given	
Fire	1
EMS	5

Mutual Aid Received	
Fire	0
EMS *	3

* 1 transport

NEW MEMBERS	FIRE	EMS
Dalia Rios	X	X
Jenna Burns	X	X
Lia Zampko	X	
John Bartin	X	
Kathleen Bartin		X
Jordyn Kaan		X
Shannon Grey		X
TOTALS:	4	5

V.M.P.D MONTHLY REPORT

MAY 2024

55 INCIDENTS REPORTED

(including, but not limited to)

Incident #'s 18999-19054

TRAFFIC		ASSIST OTHER AGENCIES		CRIMES		PUBLIC SERVICE		COMMUNITY POLICING	
Parking Tickets	4	NY State Police	1	Trespass	1	Lockout	1	Foot Patrols	16
Parking Complaints	4			Disorderly Conduct	1	FOIL	1	School Checks	6
Vehicle & Traffic Complaint	5	EMS	13	Larceny	1	Lost/Found Property	3	Memorial Day Ceremony	1
Speed Detail	3								
		Town of Washington Court	2						



Compliance & Risk Report
south on church at alden, SB

Start: 2024-05-16
End: 2024-05-31
Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 10
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Total Volumes)

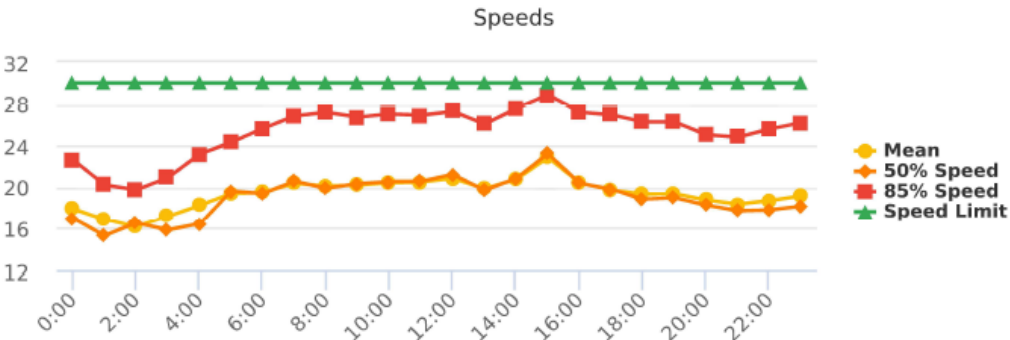
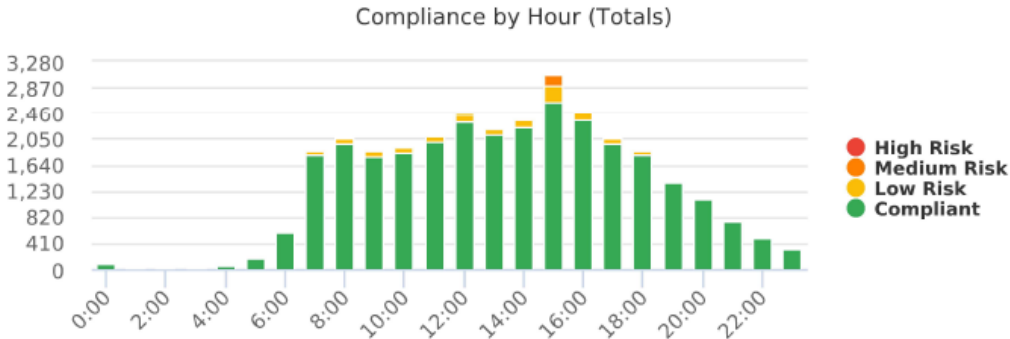
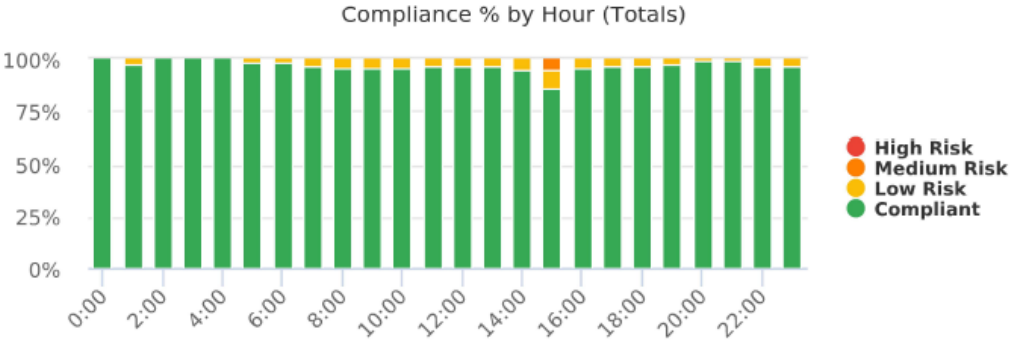
Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	30	Speed Display	100	0	0	0	100
1:00	30	Speed Display	37	1	0	0	38
2:00	30	Speed Display	24	0	0	0	24
3:00	30	Speed Display	22	0	0	0	22
4:00	30	Speed Display	72	0	0	0	72
5:00	30	Speed Display	184	4	0	0	188
6:00	30	Speed Display	584	13	0	0	597
7:00	30	Speed Display	1789	74	0	0	1863
8:00	30	Speed Display	1974	79	6	0	2059
9:00	30	Speed Display	1784	79	0	0	1863
10:00	30	Speed Display	1837	81	2	0	1920
11:00	30	Speed Display	2008	77	1	0	2086
12:00	30	Speed Display	2333	93	1	0	2427
13:00	30	Speed Display	2113	82	1	0	2196
14:00	30	Speed Display	2239	120	10	0	2369
15:00	30	Speed Display	2652	259	172	0	3083
16:00	30	Speed Display	2341	112	0	0	2453
17:00	30	Speed Display	1982	73	1	0	2056
18:00	30	Speed Display	1799	69	0	0	1868
19:00	30	Speed Display	1368	32	3	0	1403
20:00	30	Speed Display	1113	14	0	0	1127
21:00	30	Speed Display	758	10	0	0	768
22:00	30	Speed Display	487	17	2	0	506
23:00	30	Speed Display	315	13	0	0	328
Total			29915	1302	199	0	31416



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Time View: By Hour (Total Volumes)





Start: 2024-06-03
End: 2024-06-10
Times: 0:00:00-23:59:59

Compliance & Risk Report

Harts Village Rd, SB

Medium Risk Threshold: Speed Limit + 10
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Total Volumes)

Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	30	Speed Display	9	0	0	0	9
1:00	30	Speed Display	6	2	0	0	8
2:00	30	Speed Display	3	0	0	0	3
3:00	30	Speed Display	2	0	0	0	2
4:00	30	Speed Display	6	2	0	0	8
5:00	30	Speed Display	23	15	0	0	38
6:00	30	Speed Display	51	27	0	0	78
7:00	30	Speed Display	147	70	2	0	219
8:00	30	Speed Display	153	106	7	0	266
9:00	30	Speed Display	138	59	0	0	197
10:00	30	Speed Display	163	69	1	0	233
11:00	30	Speed Display	175	82	2	0	259
12:00	30	Speed Display	142	83	1	0	226
13:00	30	Speed Display	151	60	1	0	212
14:00	30	Speed Display	145	70	2	0	217
15:00	30	Speed Display	143	81	5	0	229
16:00	30	Speed Display	166	67	0	0	233
17:00	30	Speed Display	141	59	0	0	200
18:00	30	Speed Display	102	44	5	0	151
19:00	30	Speed Display	69	25	1	0	95
20:00	30	Speed Display	44	22	0	0	66
21:00	30	Speed Display	30	19	0	0	49
22:00	30	Speed Display	17	8	0	0	25
23:00	30	Speed Display	7	2	1	0	10
Total			2033	972	28	0	3033

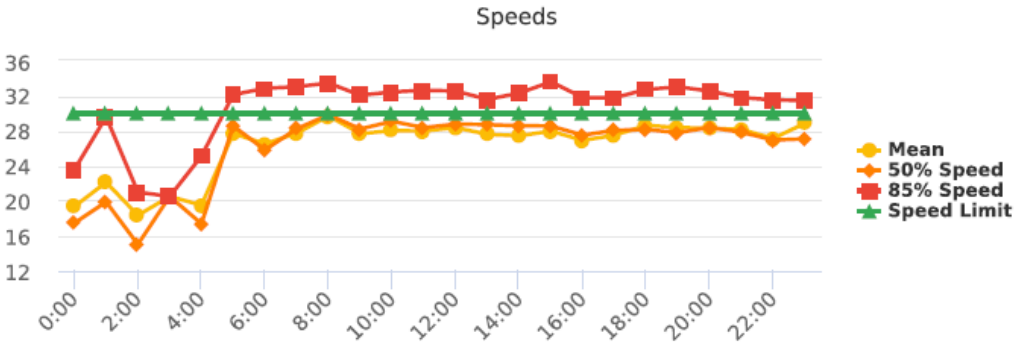
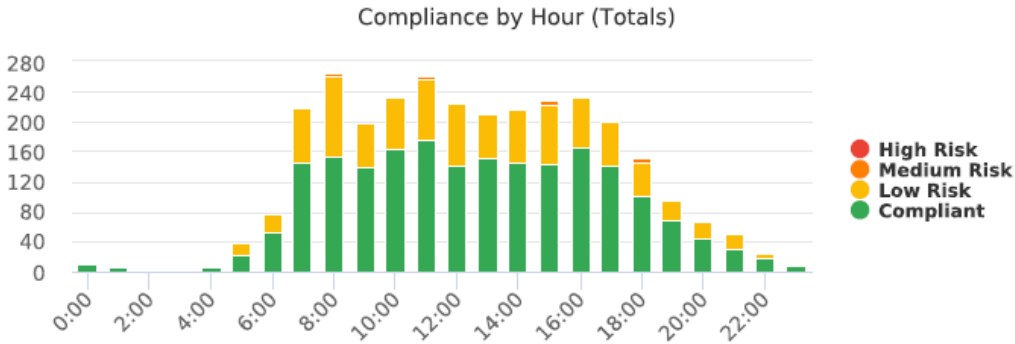
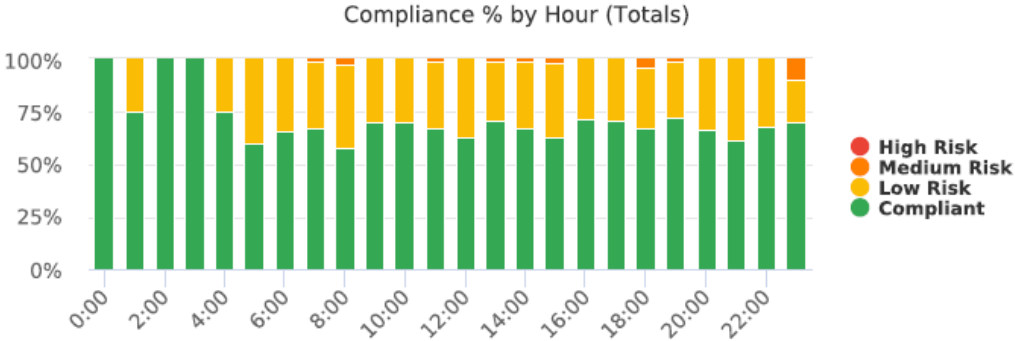


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Brush Pick-Up

April 1 – May 31

NO YARD CLEARING, TREE REMOVAL OR LEAVES

Public Works Monthly Report May 2024

1. **Brush Pick-Up ended May 31st**
2. **No monthly summer brush pick-up this year. Monday, Sept 9th will be the only extra pick-up day.**
3. Straightened several village signs
4. Mowed and trimmed 7 village properties weekly
5. Serviced backhoe
6. Began painting curbs
7. Began watering new trees on Franklin Ave on regularly
8. Trimmed back sidewalk bushes
9. Trimmed low hanging tree branches
10. Picked up street garbage
11. Put out additional trash barrels for holiday
12. Began bringing brush to Town dump
13. 5 Trees and stumps removed at various locations



Tree Plantings

Shade Tree Committee

14 TREES PLANTED SINCE APRIL 26, 2024

**The Village of Millbrook plants 14 Trees
since Arbor Day April 26, 2024!**

TREE REPLACEMENTS ON FRANKLIN AVE:

- Elm Tree in front of Alpaca Store
- Elm Tree in front of Millbrook Diner
- Red Maple in front of Florist Shop
- Red Maple east of Florist Shop
- Zelkova between China Tokyo and Stewarts Shops

Thank you to Tribute Garden for planting donation!

TREE PLANTINGS ELSEWHERE IN THE VILLAGE:

- 2 Maple Trees.....126 Maple Ave
- Maple Tree.....108 Maple Ave
- Crabapple Tree.....62 Maple Ave
- Styrax Tree.....Washington Ave across from Hunt and Harvest
- Linden Tree.....Maple Ave cul de sac
- Tulip Tree.....Maple Ave cul de sac
- Crabapple Tree.....Village Highway garage

ARBOR DAY TREE PLANTING:

- Valley Forge Elm Tree....Elm Drive Elementary Playground

Thank you to Millbrook Shade Tree Commission for their efforts to add these beautiful trees to our village.

Monthly Water Report

May 2024

	May	April	March
Total Water Produced	4,619,220	4,368,540	4,052,455
Average Daily Flow	149,000	145,620	130,725
Peak Day Flow	197,250	214,760	173,790

Sampling Results:

	May	April	March
Total Coliform	Absent	Absent	Absent

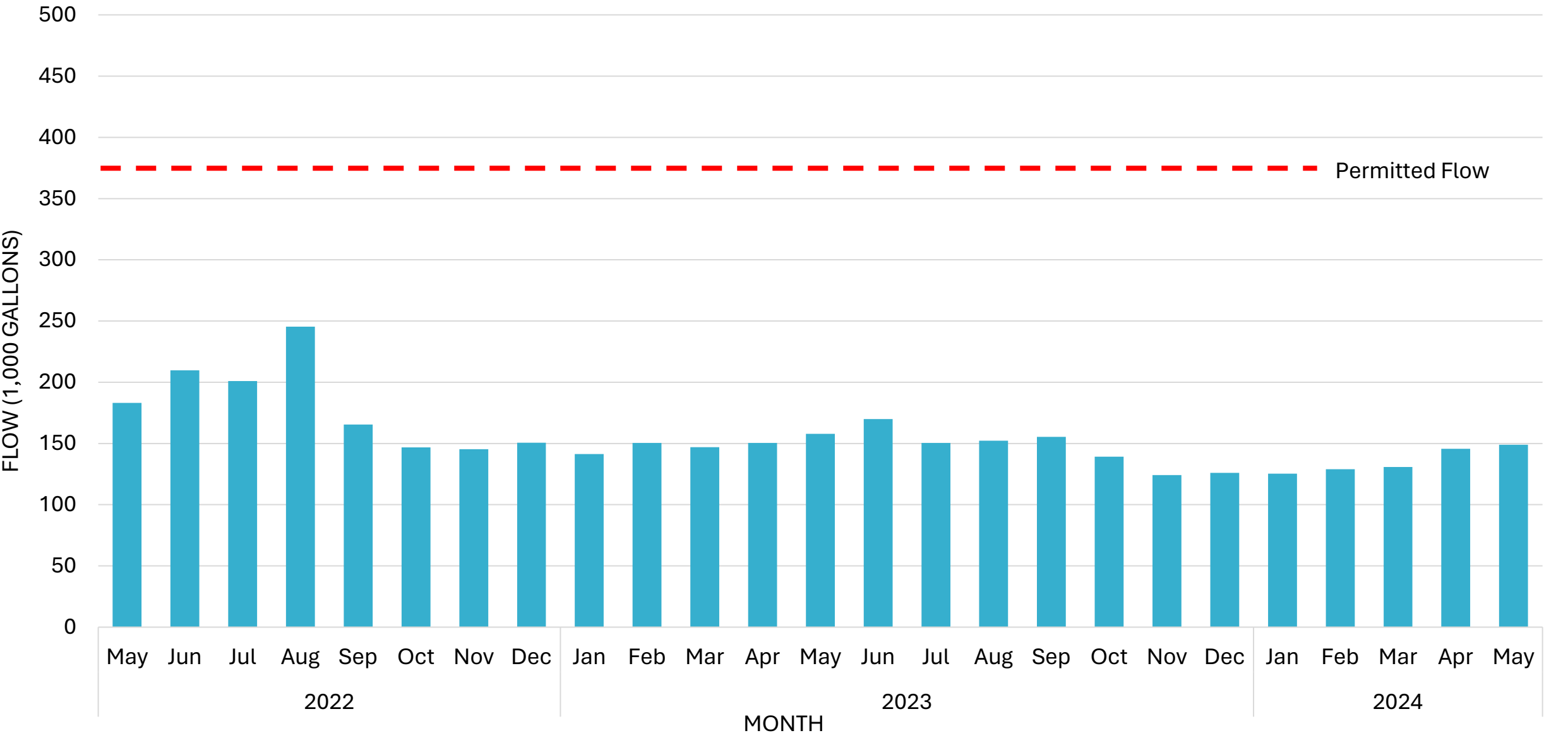
* Results not in compliance

Comments:

1. Performed all routine sampling and maintenance
2. DOH inspection - no issues
3. Inspected new water service line for 24 North Ave
4. Repaired damaged curb box on Maple Ave

Millbrook Water

Average Daily Flow



Monthly Sewer Report

May 2024

	May	April	March	Permit Limit
Total Effluent Flow	3,846,260	6,233,575	8,707,955	n/a
Average Daily Flow	124,100	207,450	280,900	n/a
12-Month Rolling AVG	206,000	208,000	202,000	250,000
Peak Daily Flow	143,880	413,830	709,380	n/a
Precipitation <i>(in. as liquid)</i>	4.0"	3.9"	7.3"	n/a

SPDES Permit Samples: (mg/l)

	May	April	March	Permit Limit
BOD	3.9 mg/l	2 mg/l	2 mg/l	15 mg/l
Percent Removal	99 %	99 %	99 %	85%
Total Suspended Solids	2 mg/l	2 mg/l	2 mg/l	15 mg/l
Percent Removal	99 %	99 %	99 %	85%
TKN as N	1.3 mg/l	.5 mg/l	.48 mg/l	8 mg/l
Fecal Coliform	<2/100ml	n/a	n/a	200/100 ml

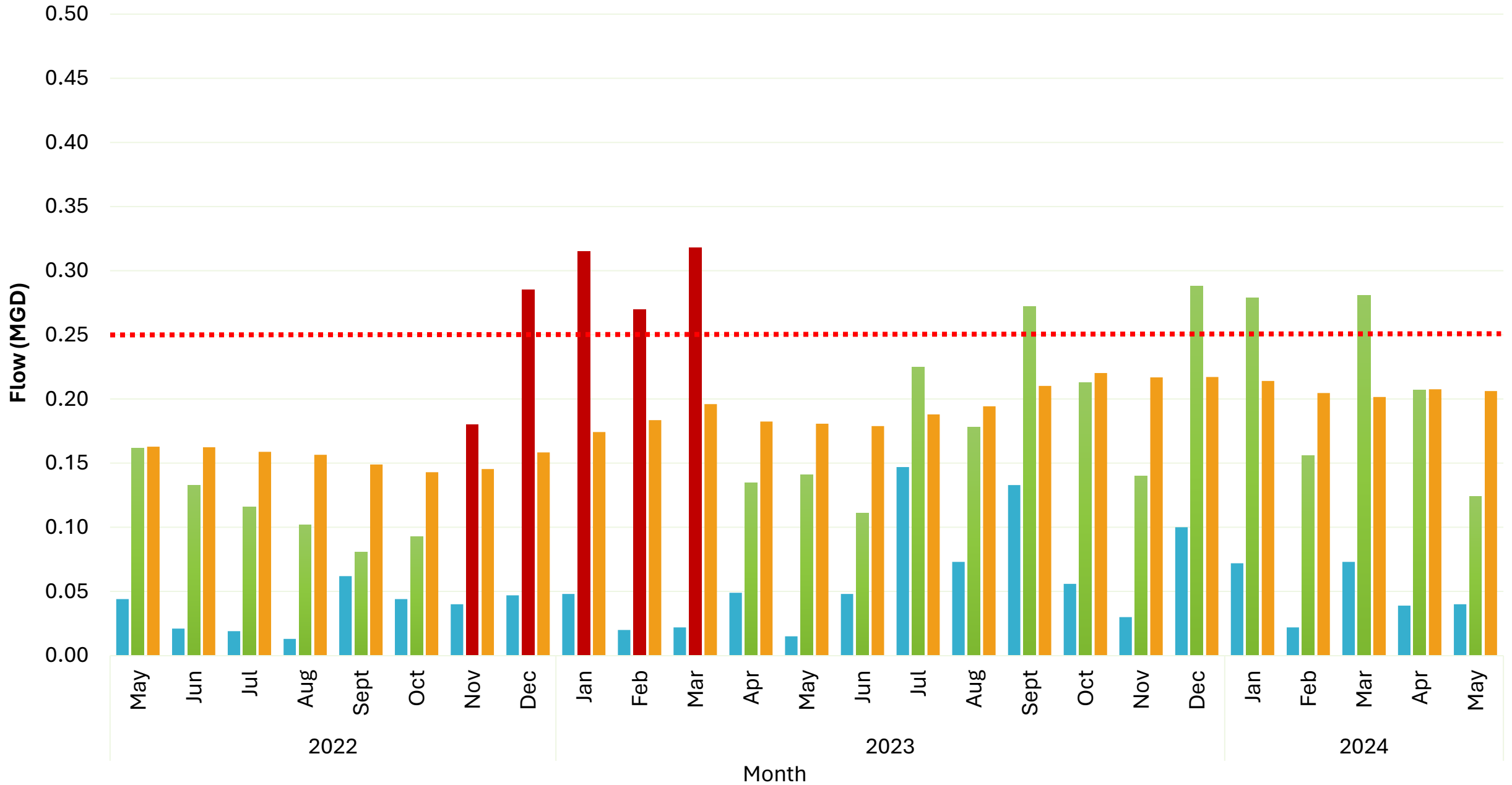
* Exceeds permit limit

Comments:

1. Performed all routine sampling and maintenance
2. Kinsley serviced generator
3. EarthCare hauled sludge
4. Cleaned filter and sludge beds
5. Bennett PS work underway

Millbrook WWTP

Precipitation Monthly Average Flow 12 Month rolling average flow Inaccurate Flow Meter



Resolution 2024-009

Resolution 2024-009 WQIP Funding Application for the
Wastewater Treatment Plant Upgrade Project

Click link to view resolution

<https://villageofmillbrookny.com/wp-content/uploads/2024/06/2024-009-WQIP-Resolution.pdf>

Building Department Report: May 2024

Building Permits Issued	5
Sign Permit	3
Certificate of Occupancy	0
Certificate of Compliance	0
Municipal Searches	1
Total Fees Collected	\$3898

Planning & Zoning

- Planning Board Hearing for Reardon Briggs and 92 Maple- June 10th
- New fee schedule in place

Short Term Rentals (STR):

- STR Permits Issued: 1
- STR Applications in Process: 1

Applications were made available through HeyGov on June 1st.

Treasurer’s Report: Bank Balances - May 2024

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
TAX ACCOUNT	2.07	0.00	2.07	0.00	526.69	15.16	0.00
GENERAL FUND	21,854.39	234,824.33	232,165.14	7.65	215.22	119.82	24,521.23
WATER FUND	75,689.55	37,681.42	15,876.84	21.84	179.63	66.07	97,515.97
SEWER FUND	108,813.64	20,626.95	21,068.86	24.31	222.57	99.16	108,396.04
ACCOUNTS PAYABLE	16,336.16	214,421.02	230,137.18	0.00	0.00	0.00	620.00
BENNETT PUMP STATION	1,488.54	0.00	0.00	0.00	8.54	8.54	1,488.54
ESCROW (PLANNING & ZONING)	3,982.31	1,910.83	0.00	0.00	0.00	0.00	5,893.14
HNL TRUST	17,876.68	0.00	0.00	3.23	52.75	18.69	17,879.91
MEDICAL DEDUCTIBLE	6,506.37	0.00	2,283.95	0.00	0.00	0.00	4,222.42
MILLBROOK RESTORATION	10,591.42	0.00	0.00	2.39	36.88	11.17	10,593.81
PAYROLL ACCOUNT	31,326.45	41,994.26	61,181.74	0.00	0.00	0.00	12,138.97
POLICE VEHICLE FUND	1,728.24	0.00	0.00	0.00	0.00	0.00	1,728.24
RESERVE FOR FIRE TRUCK	1,680.68	0.00	0.00	0.30	4.31	1.41	1,680.98
RETAINING WALL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WATER RESERVE	0.00	0.00	0.00	0.00	10.48	0.00	0.00
SEWER RESERVE	0.00	0.00	0.00	0.00	25.98	0.00	0.00
SIDEWALKS	0.00	0.00	0.00	0.00	2.14	2.14	0.00
TENNIS COURTS	302.70	0.00	0.00	0.07	0.77	0.32	302.77
THORNE TRUST	0.00	0.00	0.00	0.00	31.10	9.74	0.00
TREE REPLACEMENT PROGRAM	7,677.43	0.00	0.00	1.39	14.27	6.48	7,678.82
TRIBUTE GARDEN DONATIONS	6,359.58	8,500.00	0.00	2.90	20.39	8.17	14,862.48
TOTAL	584,697.31	559,958.81	562,715.78	64.08	1,351.72	366.87	309,523.32

Treasurer’s Report: NYCLASS Balances - May 2024

Average Monthly Yield: 5.2142%

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
RESERVE FOR FIRE TRUCK	359,021.62	0.00	0.00	1,589.04	15,139.94	6,826.03	360,610.66
TAX ACCOUNT	773,861.73	0.00	223,500.00	2,698.58	31,188.09	11,790.64	553,060.31
WATER FUND	10,212.66	0.00	0.00	45.20	977.19	220.64	10,257.86
SEWER FUND	49,978.96	0.00	0.00	221.22	13,965.01	3,406.52	50,200.18
FEMA	16,125.78	0.00	0.00	71.38	220.37	220.37	16,197.16
BENNETT PUMP STATION	230,963.69	0.00	0.00	1,022.24	3,448.99	3,448.99	231,985.93
TENNIS COURT RESERVE	4,019.40	0.00	0.00	17.76	37.16	37.16	4,037.16
TOTAL	1,444,183.84	0.00	223,500.00	5,665.42	64,976.75	25,950.35	1,226,349.26

Total Balances - May 2024

	BEGINNING BALANCE	CONTRIBUTIONS	WITHDRAWALS	INCOME EARNED	INCOME EARNED FISCAL YTD	INCOME EARNED CALENDAR YTD	MONTH END BALANCE
BANK OF MILLBROOK	584,697.31	559,958.81	562,715.78	64.08	1,351.72	366.87	309,523.32
NYCLASS	1,444,183.84	0.00	223,500.00	5,665.42	64,976.75	25,950.35	1,226,349.26
TOTAL	2,028,881.15	559,958.81	786,215.78	5,729.50	66,328.47	26,317.22	1,535,872.58

HAPPY NEW (FISCAL) YEAR!!

Clerk/Treasurer Highlights

Tax bills mailed out 5/30

Collected to date: \$200,495.96

Bank Recs completed through April

AV Equipment for meetings has been ordered- date for training TBD

FOIL Requests: 3

Local Law No 6 of 2024

Introducing Local Law No 6 of 2024 Amending Chapter 79 of the Village Code Entitled “Brush, Grass and Weeds” to Establish Rules and Regulations for Keeping the Public Thoroughfare Free of Debris and Water

Click link to view resolution

<https://villageofmillbrookny.com/wp-content/uploads/2024/06/LL0062024-1-Resolution-of-Introduction-for-Local-Law-6-Brush-Grass-Weeds.pdf>

Board of Trustee Updates

Mayor Tim Collopy

Deputy Mayor Patrick Murphy

Trustee Vicky Contino

Trustee Peter Doro

Trustee Mike Herzog





Next Board of Trustees Meeting:

Monthly Business Meeting @ Firehouse
Wednesday, July 10, 2024 @ 6:00 pm

MEETINGS ARE HELD AT THE
Millbrook Firehouse

20 Front Street, Millbrook
(unless otherwise noted)

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