

Village of Millbrook Board of Trustees
Wednesday, 07/10/2024 - 6 PM
Village Hall, 35 Merritt Ave, Millbrook NY,12545

1. **Roll Call:** Mayor Collopy, Deputy Mayor Murphy, Trustee Herzog, Trustee Contino, Trustee Doro Fire Department (FD) Matt Rochfort (FD President) and Kevin Granger, Scott Osborn (VRI), Police Chief Dworkin, Attorney MacDonald, and Clerk Witt
2. **Open meeting – 6:00 PM with Pledge of Allegiance.**
3. **Administrative Business:**
 - Minutes Approval:** *Motion* made by Trustee Doro to approve the June minutes, seconded by Deputy Mayor Murphy and all were in favor.
 - Voucher Approval:** *Motion* made by Trustee Herzog to accept the Voucher fund totals as presented, seconded by Deputy Mayor Murphy and all were in favor (attached in presentation).
 - Budget Adjustments:** *Motion* made by Trustee Doro to approve the attached Budget Adjustments, seconded by Deputy Mayor Murphy and all were in favor.
4. **Department Reports:**
 - a. **Fire & Rescue** – Assistant Chief Granger Read from attached report. FD President Rochfort said the FD will be requesting an extension for the DC Grant concerning the Fire Training Center Project.
 - b. **Police** – Chief Dworkin read from attached monthly report. Reported on the status of the police grants and said the Tech Grant (\$129K) will mostly be used for updating records management. He plans to purchase a dedicated server and get all the necessary police software/ programs needed for the vehicles and the station. He is waiting to hear back from DC concerning a grant for LiveScan (for finger printing) but is confident that they will be awarded the grant. He reported that staffing shortage is still an issue and will be requesting to hire 1-2 more officers. He says there are NYS laws that are needing to be followed for the hiring of police officers (finger printing, background check, drug screen etc.). The Board agrees. Trustee Doro thanked Chief Dworkin for his updated monthly police report. Ongoing- Lexipol Policies and Procedures.
 - c. **Highway** – Mayor Collopy read highlights from the monthly Highway report. He reported the 2011 Highway Dump will be going to auction at the end of the month. A bid notice will be sent out to the Poughkeepsie Journal for the drainpipe work on Washington Ave. The paving of Washington will be placed on hold until the 2025/2026 fiscal year. Mayor Collopy obtained a quote from Simoncelli to replace 14 sidewalk pads for \$5330 (to be paid out of HNL). *Motion* made by Trustee Herzog to accept the quote from Simoncelli, seconded by Deputy Mayor Murphy and all were in favor.
 - d. **Water & Sewer** – S. Osborn: read from attached monthly reports. Reported Bennett Pump Station is now running and the generator is next to be set up- he is waiting to hear from Delaware. Mr. Osborn said he provided Tighe and Bond with some comments on the WQIP grant application.
 - e. **Treasurer & Building Dept** – Clerk Witt: read from attached reports.
5. **Old Business:**
 - Sidewalk Connection (Maple Ave to Franklin)-Deputy Mayor Murphy:** Project is completed. The Board and residents are happy with how it turned out.
 - Proposal to Convert Streetlights to LED- Trustee Herzog:** *Motion* made by Trustee Herzog that the Village Board adopt the proposal to convert Central Hudson owned streetlights from sodium bulb lit fixtures to LED 25-Watt 2900 Lumen fixtures. The CCT rating (K) is 3000 K. This would be at a cost of \$11,798.16 with a Central Hudson incentive that would be \$8,758.16 final cost. This motion approval is contingent on the installation of a single fixture in Millbrook by Central Hudson that meets our specifications and mayoral approval, seconded by Trustee Doro and all were in favor.
 - Local Law 6 of 2024: Resolution LL0062024.2&3 (attached)-** Enacting 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. *Motion* to open the Public Hearing was made by Trustee Doro, seconded by Trustee Herzog and all were in favor. No public comments were made. *Motion* to close the Public Hearing was made by Mayor Collopy and seconded by Trustee Herzog. *Motion* made by Trustee Doro to accept Resolution LL0062024.2&3 (attached) Enacting Local Law No. 6 of 2024. Roll Call Vote: 5 ayes 0 nays. Clerk Witt to send the Local Law to the State for official filing.

Local Law 7 of 2024: Resolution LL0072024.1- Introducing Local Law No. 7 of 2024 Imposing a Temporary Six-Month Moratorium on Site Plan, Special Use Permit, Variance and Subdivision Approvals in the RLD Zoning District. *Motion* made by Trustee Doro to accept Resolution LL0072024.1, seconded by Deputy Mayor Murphy and all were in favor. Public Hearing will be held in the August meeting.

NRI Benchmarking Resolution 2024-010- Trustee Herzog: *Motion* made by Trustee Herzog to accept Resolution 2024-010 (attached), seconded by Trustee Doro. Roll Call Vote: 5 ayes 0 nays

Shade Tree -Trustee Herzog: Trustee Herzog stated he would like to change a provision in the Shade Tree by laws. The current provision calls for the Village to remove trees which are 25 feet from the center of the adjacent road as the Village's right of way which poses a cited safety risk. *Motion* made by Trustee Herzog to amend the wording in the Shade Tree by laws to specify that the Village will remove trees that are in the Village's right of way within six feet of the adjacent road, seconded by Mayor Collopy and all were in favor. Trustee Herzog also reported that the Shade Tree Commission members have inspected trees at 3310 Franklin Avenue, the corner of Maple Avenue and Franklin Avenue, on the corner lot of Hillside Ave. and Haight Avenue, 79 Maple Avenue, 36 Maple Avenue. Recommendation is for trees to be removed. Trees on Exmoore Road and Firehouse lawn to be trimmed and retained. Fourteen trees planted in the Spring are currently being watered by Village personal twice a week as per instructions from Millbrook Gardens and Adams Landscaping. The Shade Tree meeting is scheduled for mid-July. Specific date TBD. DEC planting area on Dineen Road to be inspected on July 24th. Area may need further pruning for invasive weeds damaging planted trees. New plantings may follow in Fall or next Spring.

Public Comments: No additional comments.

6. Board Member Updates:

Trustee Herzog: Climate Smart Communities: He plans on working with Trustee Doro and Genevieve Glasson in filing the completed pledge element requirements so the Village can achieve Bronze Status this year. The LED light conversions in the Village as well as possible new tree plantings at the Trees for Tribs site to help the Village get to the needed 120 points to reach that goal.

Reported he attended a CAC meeting on July third. The meeting focused on the proposal to establish an inn at the Old Cottonwood Building site and renovate the adjacent individual rental rooms on Fowler Road. There would be a total of forty rooms proposed.

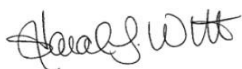
Trustee Contino: Reported she and Deputy Mayor Murphy are working on upgrading the Code on liter and skateboards. Chief Dworkin to have input regarding skateboards and possibly the additions of E-bikes to the Code.

- 7. Executive Session:** To discuss personnel (Chief Dworkin and Clerk Witt asked to be in attendance)- *Motion* by Mayor Collopy to enter into executive session (8:23 pm), seconded by Trustee Doro and all were in favor. *Motion* made by Mayor Collopy to exit executive session (8:59 pm), seconded by Trustee Doro and all were in favor. No motions or decisions made during or after the executive session.

- 1. Next board meeting: Business Meeting- August 14, 2024, at the Firehouse- 20 Front St.**

- 2. Adjournment:** *Motion* to adjourn at 9:00 PM was made by Mayor Collopy seconded by Trustee Doro and all were in favor.

Respectfully submitted



by Village Clerk - Sarah J. Witt

VILLAGE OF MILLBROOK, DUTCHESS COUNTY, NY
Resolution No: LL0062024.2 July 10, 2024

**Intent to Declare Lead Agency and Determination of Significance in accordance with the State
Environmental Quality Review Act (SEQRA)**

**Local Law No. 6 of 2024 Amending Chapter 79 of the Village Code entitled ‘Brush, Grass and
Weeds’ to add new Sub-Sections 79-3 and 79-4 Containing Rules and Regulations for Keeping
Public Thoroughfare Free of Debris and Water
Type I Action**

WHEREAS, the Village of Millbrook Village Board (“Village Board”) has determined it is in the best interest of the Village to amend Chapter 79 of the Village Code entitled ‘Brush, Grass and Weeds’ to add new Sub-Sections 79-3 and 79-4 Containing Rules and Regulations for Keeping Public Thoroughfare Free of Debris and Water (the “Project”); and

WHEREAS, the action of amending the Chapter 79 of the Village Code to impose new regulations for Keeping Public Thoroughfare Free of Debris and Water (is an Type I Action under the State Environmental Quality Review Act (“SEQRA”); and

WHEREAS, the Full Environmental Assessment Form (FEAF) has been completed by the Village; and now,

THEREFORE, BE IT RESOLVED:

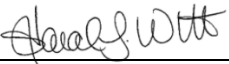
1. The Village Board shall act as lead agency for the environmental review of the Project as there are no other involved agencies.
2. The Village Board finds that the Project will not have a significant adverse impact on the environment for reasons stated in Part 3 of the FEAF and the attached determination of significance.
3. The Village Mayor is hereby authorized and directed to sign Part 3 of the FEAF indicating thereon that an Environmental Impact Statement will not be prepared and that a Negative Declaration is issued.
4. This resolution shall take effect immediately.

Motion offered by: Trustee Doro

Motion seconded by: Deputy Mayor Murphy

Village Mayor Tim Collopy:	Aye <u>X</u>	Nay <u> </u>
Deputy Mayor Patrick Murphy:	Aye <u>X</u>	Nay <u> </u>
Trustee Michael Herzog:	Aye <u>X</u>	Nay <u> </u>
Trustee Vicky Contino:	Aye <u>X</u>	Nay <u> </u>
Trustee: Peter Doro	Aye <u>X</u>	Nay <u> </u>

I certify that the above resolution adopted by the Village of Millbrook Village Board on July 10, 2024 is a true and correct transcript of the original now on file in this office.



Sarah Witt
Village of Millbrook Village Clerk

State Environmental Quality Review (SEQR)

NEGATIVE DECLARATION

NOTICE OF DETERMINATION OF NON-SIGNIFICANCE

This notice is issued pursuant to part 617 of the implementing regulations pertaining to Article 8 of the Environmental Conservation Law (SEQR).

The Village of Millbrook Village Board, as lead agency, has determined that the proposed action described below **will not** have a significant adverse effect on the environment and that an Environmental Impact Statement will not be prepared.

DATE: July 10, 2024

NAME OF ACTION: Local Law No. 6 of 2024 Amending Chapter 79 of the Village Code

LOCATION: Village of Millbrook
Dutchess County

SEQR STATUS: Type I Action

LEAD AGENCY: Village of Millbrook Village Board

CONTACT PERSON: Tim Collopy, Village Mayor, Village of Millbrook

DESCRIPTION OF ACTION:

Amending Chapter 79 of the Village Code Entitled ‘Brush, Grass and Weeds’ to add new Sub-Sections 79-3 and 79-4 Containing Rules and Regulations for Keeping the Public Thoroughfare Free of Debris and Water (the “Project”).

REASONS SUPPORTING THIS DETERMINATION:

The Village Board has reviewed the Full Environmental Assessment Form (FEAF) and the criteria contained in 6 NYCRR §617.7 and has determined that the Action will not have a significant impact on the environment for the following reasons:

- A. As required by §617.7(a)(2), the Village Board has determined that an Environmental Impact Statement is not required because any identified adverse impacts on the environment will not be significant.
- B. As required by §617.7(b), the Village Board has:
 - 1. Considered the action as defined in subdivisions 617.2(b) and 617.3(g).
 - 2. Reviewed the FEAF, the criteria identified in 617.7(c) and other supporting information to identify relevant areas of environmental concern.
 - 3. Analyzed the identified relevant areas of environmental concern to determine whether the action will have a significant adverse impact.
 - 4. Set forth herein is its written Finding of No Significant Environmental Impact.
- C. The Village Board has compared the impacts reasonably expected to result from the proposed action to the criteria listed in 617.7(c)(1) as indicators of significant adverse impacts:

1. Air quality, ground or surface water quality or quantity, traffic or noise levels, solid waste production, erosion potential, flooding, leaching or drainage problems;
 2. Removal or destruction of large quantities of vegetation or fauna, interference with migration fish or wildlife, impacts to special habitats, impacts to threatened or endangered species, or any other impacts to natural resources;
 3. Impairment of Critical Environmental Areas;
 4. Conflicts with currently adopted community plans and goals;
 5. Impairment of important historical, archeological, or aesthetic resources or community character;
 6. Major change in use or type of energy;
 7. Creation of a human health hazard;
 8. Substantial change in use or intensity of use of land including agricultural land, open space or recreational resources;
 9. Encouraging a population increase;
 10. Creation of a material demand for other actions resulting in above consequences;
 11. Changes in two or more elements of the environment that combined have a substantial adverse impact on the environment;
 12. Two or more related actions undertaken, funded or approved by an agency that combined have a significant effect on the environment.
- D. 617.7(c)(2) – For the purpose of determining significant adverse impacts on the environment of those factors listed above, the long-term, short-term, direct, indirect and cumulative impacts, including simultaneous or subsequent actions, to the extent reasonable, as included in any long-range plan for the action, any action that is a result of the reviewed action or is dependent on the action were reviewed.
- E. 617.7(c)(3) – The significance of any likely consequences was assessed in connection with the setting of the action, the likelihood of occurrence, duration, irreversibility, geographic scope, magnitude and the number of people affected as a consequence of the action.

Based on this review, the Village of Millbrook Village Board has determined that no significant adverse environmental impacts would result from this Action.

NARRATIVE ATTACHED TO EAF FOR LOCAL LAW AMENDING CHAPTER 79 OF THE VILLAGE CODE ENTITLED “BRUSH, GRASS AND WEEDS’ TO ADD NEW SUB-SECTIONS 79-3 and 79-4 CONTAINING RULES AND REGULATIONS FOR KEEPING PUBLIC THOROUGHFARE FREE OF DEBRIS AND WATER.

The intent of this Local Law is to amend Chapter 70 of the Village Code Entitled “Brush, Grass and Weeds” to Establish Rules and Regulations for Keeping the Public Thoroughfare Free of Debris and Water. This amendment is not intended to allow or create any new use of property in the Village. Rather, it is intended to impose regulations on an already existing use.

This local law is not expected to have any adverse impact on the environmental resources of the Village.

Full Environmental Assessment Form
Part 1 - Project and Setting

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No”. If the answer to the initial question is “Yes”, complete the sub-questions that follow. If the answer to the initial question is “No”, proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project:		
Project Location (describe, and attach a general location map):		
Brief Description of Proposed Action (include purpose or need):		
Name of Applicant/Sponsor:		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Project Contact (if not same as sponsor; give name and title/role):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Counsel, Town Board, or Village Board of Trustees ☐ Yes ☐ No		
b. City, Town or Village Planning Board or Commission ☐ Yes ☐ No		
c. City, Town or Village Zoning Board of Appeals ☐ Yes ☐ No		
d. Other local agencies ☐ Yes ☐ No		
e. County agencies ☐ Yes ☐ No		
f. Regional agencies ☐ Yes ☐ No		
g. State agencies ☐ Yes ☐ No		
h. Federal agencies ☐ Yes ☐ No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		☐ Yes ☐ No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		☐ Yes ☐ No
iii. Is the project site within a Coastal Erosion Hazard Area?		☐ Yes ☐ No

C. Planning and Zoning

C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? ☐ Yes ☐ No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? ☐ Yes ☐ No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? ☐ Yes ☐ No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) ☐ Yes ☐ No

If Yes, identify the plan(s):

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? ☐ Yes ☐ No

If Yes, identify the plan(s):

C.3. Zoning	
a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. If Yes, what is the zoning classification(s) including any applicable overlay district?	□ Yes □ No
b. Is the use permitted or allowed by a special or conditional use permit?	□ Yes □ No
c. Is a zoning change requested as part of the proposed action? If Yes,	□ Yes □ No
i. What is the proposed new zoning for the site? _____	
C.4. Existing community services.	
a. In what school district is the project site located? _____	
b. What police or other public protection forces serve the project site? _____	
c. Which fire protection and emergency medical services serve the project site? _____	
d. What parks serve the project site? _____ _____	

D. Project Details

D.1. Proposed and Potential Development	
a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? _____	
b. a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres	
c. Is the proposed action an expansion of an existing project or use? □ Yes □ No i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____	
d. Is the proposed action a subdivision, or does it include a subdivision? □ Yes □ No If Yes, i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) _____ ii. Is a cluster/conservation layout proposed? □ Yes □ No iii. Number of lots proposed? _____ iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____	
e. Will the proposed action be constructed in multiple phases? □ Yes □ No i. If No, anticipated period of construction: _____ months ii. If Yes: • Total number of phases anticipated _____ • Anticipated commencement date of phase 1 (including demolition) _____ month _____ year • Anticipated completion date of final phase _____ month _____ year • Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____ _____ _____	

f. Does the project include new residential uses? ☐ Yes ☐ No If Yes, show numbers of units proposed.				
	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? ☐ Yes ☐ No If Yes,	
i. Total number of structures _____ ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length iii. Approximate extent of building space to be heated or cooled: _____ square feet	

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? ☐ Yes ☐ No If Yes,	
i. Purpose of the impoundment: _____ ii. If a water impoundment, the principal source of the water: ☐ Ground water ☐ Surface water streams ☐ Other specify: _____ iii. If other than water, identify the type of impounded/contained liquids and their source. _____ iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____	

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? ☐ Yes ☐ No (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) If Yes:	
i. What is the purpose of the excavation or dredging? _____ ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site? • Volume (specify tons or cubic yards): _____ • Over what duration of time? _____ iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____ _____ iv. Will there be onsite dewatering or processing of excavated materials? ☐ Yes ☐ No If yes, describe. _____ _____ v. What is the total area to be dredged or excavated? _____ acres vi. What is the maximum area to be worked at any one time? _____ acres vii. What would be the maximum depth of excavation or dredging? _____ feet viii. Will the excavation require blasting? ☐ Yes ☐ No ix. Summarize site reclamation goals and plan: _____ _____ _____	

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? ☐ Yes ☐ No If Yes:	
i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____ _____	

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will the proposed action cause or result in disturbance to bottom sediments? Yes ☐ No ☐
 If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? ☐ Yes ☐ No ☐
 If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? ☐ Yes ☐ No ☐
 If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? ☐ Yes ☐ No ☐
 If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? ☐ Yes ☐ No ☐
- Is the project site in the existing district? ☐ Yes ☐ No ☐
- Is expansion of the district needed? ☐ Yes ☐ No ☐
- Do existing lines serve the project site? ☐ Yes ☐ No ☐

iii. Will line extension within an existing district be necessary to supply the project? ☐ Yes ☐ No ☐
 If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? ☐ Yes ☐ No ☐
 If, Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? ☐ Yes ☐ No ☐
 If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities? ☐ Yes ☐ No ☐
 If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? ☐ Yes ☐ No ☐
- Is the project site in the existing district? ☐ Yes ☐ No ☐
- Is expansion of the district needed? ☐ Yes ☐ No ☐

• Do existing sewer lines serve the project site? _____ • Will a line extension within an existing district be necessary to serve the project? _____ If Yes: • Describe extensions or capacity expansions proposed to serve this project: _____	☐ Yes ☐ No ☐ Yes ☐ No
iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? _____	
If Yes: • Applicant/sponsor for new district: _____ • Date application submitted or anticipated: _____ • What is the receiving water for the wastewater discharge? _____	
v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans): _____	
vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____	
e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? _____	
If Yes: i. How much impervious surface will the project create in relation to total size of project parcel? _____ Square feet or _____ acres (impervious surface) _____ Square feet or _____ acres (parcel size) ii. Describe types of new point sources. _____ iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)? _____	
• If to surface waters, identify receiving water bodies or wetlands: _____ • Will stormwater runoff flow to adjacent properties? _____	
iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? _____	
f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? _____	
If Yes, identify: i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles) _____ ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers) _____ iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation) _____	
g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? _____	
If Yes: i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) _____ ii. In addition to emissions as calculated in the application, the project will generate: • _____ Tons/year (short tons) of Carbon Dioxide (CO₂) • _____ Tons/year (short tons) of Nitrous Oxide (N₂O) • _____ Tons/year (short tons) of Perfluorocarbons (PFCs) • _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆) • _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs) • _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)	

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? ☐ Yes ☐ No If Yes: i. Estimate methane generation in tons/year (metric): _____ ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____			
i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? ☐ Yes ☐ No If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____			
j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? ☐ Yes ☐ No If Yes: i. When is the peak traffic expected (Check all that apply): ☐ Morning ☐ Evening ☐ Weekend ☐ Randomly between hours of _____ to _____. ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____ iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____ iv. Does the proposed action include any shared use parking? Yes No v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____ vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? ☐ Yes ☐ No vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? ☐ Yes ☐ No viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? ☐ Yes ☐ No			
k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? ☐ Yes ☐ No If Yes: i. Estimate annual electricity demand during operation of the proposed action: _____ ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____ iii. Will the proposed action require a new, or an upgrade, to an existing substation? ☐ Yes ☐ No			
l. Hours of operation. Answer all items which apply. <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> i. During Construction: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ </td> <td style="width: 50%; vertical-align: top;"> ii. During Operations: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ </td> </tr> </table>		i. During Construction: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____	ii. During Operations: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____
i. During Construction: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____	ii. During Operations: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____		

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? ☐ Yes ☐ No If yes: i. Provide details including sources, time of day and duration: _____ _____	
ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? ☐ Yes ☐ No Describe: _____ _____	
n. Will the proposed action have outdoor lighting? ☐ Yes ☐ No If yes: i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures: _____ _____	
ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? ☐ Yes ☐ No Describe: _____ _____	
o. Does the proposed action have the potential to produce odors for more than one hour per day? ☐ Yes ☐ No If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____ _____ _____	
p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? ☐ Yes ☐ No If Yes: i. Product(s) to be stored _____ ii. Volume(s) _____ per unit time _____ (e.g., month, year) iii. Generally, describe the proposed storage facilities: _____ _____	
q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? ☐ Yes ☐ No If Yes: i. Describe proposed treatment(s): _____ _____ _____	
ii. Will the proposed action use Integrated Pest Management Practices? ☐ Yes ☐ No	
r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? ☐ Yes ☐ No If Yes: i. Describe any solid waste(s) to be generated during construction or operation of the facility: • Construction: _____ tons per _____ (unit of time) • Operation : _____ tons per _____ (unit of time) ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste: • Construction: _____ _____ • Operation: _____ _____ iii. Proposed disposal methods/facilities for solid waste generated on-site: • Construction: _____ _____ • Operation: _____ _____	

s. Does the proposed action include construction or modification of a solid waste management facility? ☐ Yes ☐ No
 If Yes:
 i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____
 ii. Anticipated rate of disposal/processing:
 • _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
 • _____ Tons/hour, if combustion or thermal treatment
 iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? ☐ Yes ☐ No
 If Yes:
 i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____

 ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

 iii. Specify amount to be handled or generated _____ tons/month
 iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____

 v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? ☐ Yes ☐ No
 If Yes: provide name and location of facility: _____

 If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility:

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site			
a. Existing land uses. i. Check all uses that occur on, adjoining and near the project site. ☐ Urban ☐ Industrial ☐ Commercial ☐ Residential (suburban) ☐ Rural (non-farm) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other (specify): _____ ii. If mix of uses, generally describe: _____ _____			
b. Land uses and coverytypes on the project site.			
Land use or Coverytype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____ _____			

c. Is the project site presently used by members of the community for public recreation? i. If Yes: explain: _____	☐ Yes ☐ No
d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? If Yes, i. Identify Facilities: _____ _____	☐ Yes ☐ No
e. Does the project site contain an existing dam? If Yes: i. Dimensions of the dam and impoundment: • Dam height: _____ feet • Dam length: _____ feet • Surface area: _____ acres • Volume impounded: _____ gallons OR acre-feet ii. Dam's existing hazard classification: _____ iii. Provide date and summarize results of last inspection: _____ _____	☐ Yes ☐ No
f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? If Yes: i. Has the facility been formally closed? • If yes, cite sources/documentation: _____ ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____ _____	☐ Yes ☐ No ☐ Yes ☐ No
iii. Describe any development constraints due to the prior solid waste activities: _____ _____	
g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? If Yes: i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____ _____	☐ Yes ☐ No
h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? If Yes: i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: ☐ Yes – Spills Incidents database ☐ Yes – Environmental Site Remediation database ☐ Neither database Provide DEC ID number(s): _____ Provide DEC ID number(s): _____ ii. If site has been subject of RCRA corrective activities, describe control measures: _____ _____	☐ Yes ☐ No ☐ Yes ☐ No
iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? If yes, provide DEC ID number(s): _____ iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): _____ _____	☐ Yes ☐ No

v. Is the project site subject to an institutional control limiting property uses? ☐ Yes ☐ No • If yes, DEC site ID number: _____ • Describe the type of institutional control (e.g., deed restriction or easement): _____ • Describe any use limitations: _____ • Describe any engineering controls: _____ • Will the project affect the institutional or engineering controls in place? ☐ Yes ☐ No • Explain: _____ _____	
E.2. Natural Resources On or Near Project Site	
a. What is the average depth to bedrock on the project site? _____ feet	
b. Are there bedrock outcroppings on the project site? ☐ Yes ☐ No If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %	
c. Predominant soil type(s) present on project site: _____ _____ % _____ _____ % _____ _____ %	
d. What is the average depth to the water table on the project site? Average: _____ feet	
e. Drainage status of project site soils: <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>☐ Well Drained: _____ % of site</div> <div rowspan="3" style="vertical-align: middle;">See mapping in Comprehensive Plan</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>☐ Moderately Well Drained: _____ % of site</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>☐ Poorly Drained _____ % of site</div> </div>	
f. Approximate proportion of proposed action site with slopes: <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>☐ 0-10%: _____ % of site</div> <div rowspan="3" style="vertical-align: middle;">See mapping in Plan</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>☐ 10-15%: _____ % of site</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>☐ 15% or greater: _____ % of site</div> </div>	
g. Are there any unique geologic features on the project site? ☐ Yes ☐ No If Yes, describe: _____ _____	
h. Surface water features. i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? ☐ Yes ☐ No ii. Do any wetlands or other waterbodies adjoin the project site? ☐ Yes ☐ No If Yes to either <i>i</i> or <i>ii</i>, continue. If No, skip to E.2.i. iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? ☐ Yes ☐ No iv. For each identified regulated wetland and waterbody on the project site, provide the following information: • Streams: Name _____ Classification _____ • Lakes or Ponds: Name _____ Classification _____ • Wetlands: Name _____ Approximate Size _____ • Wetland No. (if regulated by DEC) _____	
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? ☐ Yes ☐ No If yes, name of impaired water body/bodies and basis for listing as impaired: _____ _____	
i. Is the project site in a designated Floodway? ☐ Yes ☐ No	
j. Is the project site in the 100-year Floodplain? ☐ Yes ☐ No	
k. Is the project site in the 500-year Floodplain? ☐ Yes ☐ No	
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? ☐ Yes ☐ No If Yes: i. Name of aquifer: _____	

m. Identify the predominant wildlife species that occupy or use the project site: _____ _____ _____	
n. Does the project site contain a designated significant natural community? ☐ Yes ☐ No If Yes: i. Describe the habitat/community (composition, function, and basis for designation): _____ ii. Source(s) of description or evaluation: _____ iii. Extent of community/habitat: • Currently: _____ acres • Following completion of project as proposed: _____ acres • Gain or loss (indicate + or -): _____ acres	
o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? ☐ Yes ☐ No If Yes: i. Species and listing (endangered or threatened): _____ _____ _____	
p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? ☐ Yes ☐ No If Yes: i. Species and listing: _____ _____ _____	
q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? ☐ Yes ☐ No If yes, give a brief description of how the proposed action may affect that use: _____ _____	
E.3. Designated Public Resources On or Near Project Site	
a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? ☐ Yes ☐ No If Yes, provide county plus district name/number: _____	
b. Are agricultural lands consisting of highly productive soils present? ☐ Yes ☐ No i. If Yes: acreage(s) on project site? _____ ii. Source(s) of soil rating(s): _____	
c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? ☐ Yes ☐ No If Yes: i. Nature of the natural landmark: ☐ Biological Community ☐ Geological Feature ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____ _____ _____	
d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? ☐ Yes ☐ No If Yes: i. CEA name: _____ ii. Basis for designation: _____ iii. Designating agency and date: _____	

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? ☐ Yes ☐ No If Yes: i. Nature of historic/archaeological resource: ☐ Archaeological Site ☐ Historic Building or District ii. Name: _____ iii. Brief description of attributes on which listing is based: _____	
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory? ☐ Yes ☐ No	
g. Have additional archaeological or historic site(s) or resources been identified on the project site? ☐ Yes ☐ No If Yes: i. Describe possible resource(s): _____ ii. Basis for identification: _____	
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource? ☐ Yes ☐ No If Yes: i. Identify resource: _____ ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____ iii. Distance between project and resource: _____ miles.	
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? ☐ Yes ☐ No If Yes: i. Identify the name of the river and its designation: _____ ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? ☐ Yes ☐ No	

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name _____ Date _____

Signature Tim Callagy Title _____

Full Environmental Assessment Form

Part 2 - Identification of Potential Project Impacts

Project :

Date :

Part 2 is to be completed by the lead agency. Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

If the lead agency is a state agency **and** the action is in any Coastal Area, complete the Coastal Assessment Form before proceeding with this assessment.

Tips for completing Part 2:

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer “**Yes**” to a numbered question, please complete all the questions that follow in that section.
- If you answer “**No**” to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box “Moderate to large impact may occur.”
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the “whole action”.
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

1. Impact on Land Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1) <i>If “Yes”, answer questions a - j. If “No”, move on to Section 2.</i>				☐ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur		
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	☐	☐		
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	☐	☐		
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	☐	☐		
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	☐	☐		
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	☐	☐		
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	☐	☐		
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	☐	☐		
h. Other impacts: _____ _____		☐	☐		

2. Impact on Geological Features The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g) ☐ NO ☐ YES <i>If "Yes", answer questions a - c. If "No", move on to Section 3.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached: _____	E2g	☐	☐
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature: _____	E3c	☐	☐
c. Other impacts: _____		☐	☐

3. Impacts on Surface Water The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h) ☐ NO ☐ YES <i>If "Yes", answer questions a - l. If "No", move on to Section 4.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	☐	☐
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	☐	☐
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	☐	☐
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	☐	☐
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	☐	☐
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	☐	☐
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	☐	☐
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	☐	☐
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	☐	☐
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	☐	☐
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	☐	☐

l. Other impacts: _____ _____		☐	☐
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4. Impact on groundwater The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer. (See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t) <i>If “Yes”, answer questions a - h. If “No”, move on to Section 5.</i>			
	☐ NO	☐ YES	
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	☐	☐
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source: _____	D2c	☐	☐
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	☐	☐
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	☐	☐
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	☐	☐
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	☐	☐
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	☐	☐
h. Other impacts: _____ _____		☐	☐

5. Impact on Flooding The proposed action may result in development on lands subject to flooding. (See Part 1. E.2) <i>If “Yes”, answer questions a - g. If “No”, move on to Section 6.</i>			
	☐ NO	☐ YES	
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in development in a designated floodway.	E2i	☐	☐
b. The proposed action may result in development within a 100 year floodplain.	E2j	☐	☐
c. The proposed action may result in development within a 500 year floodplain.	E2k	☐	☐
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	☐	☐
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	☐	☐
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	☐	☐

g. Other impacts: _____ _____		☐	☐
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6. Impacts on Air The proposed action may include a state regulated air emission source. ☐ NO ☐ YES (See Part 1. D.2.f., D.2.h, D.2.g) <i>If “Yes”, answer questions a - f. If “No”, move on to Section 7.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. If the proposed action requires federal or state air emission permits, the action may also emit one or more greenhouse gases at or above the following levels: i. More than 1000 tons/year of carbon dioxide (CO ₂) ii. More than 3.5 tons/year of nitrous oxide (N ₂ O) iii. More than 1000 tons/year of carbon equivalent of perfluorocarbons (PFCs) iv. More than .045 tons/year of sulfur hexafluoride (SF ₆) v. More than 1000 tons/year of carbon dioxide equivalent of hydrochloroflourocarbons (HFCs) emissions vi. 43 tons/year or more of methane	D2g D2g D2g D2g D2g D2h	☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐
b. The proposed action may generate 10 tons/year or more of any one designated hazardous air pollutant, or 25 tons/year or more of any combination of such hazardous air pollutants.	D2g	☐	☐
c. The proposed action may require a state air registration, or may produce an emissions rate of total contaminants that may exceed 5 lbs. per hour, or may include a heat source capable of producing more than 10 million BTU's per hour.	D2f, D2g	☐	☐
d. The proposed action may reach 50% of any of the thresholds in “a” through “c”, above.	D2g	☐	☐
e. The proposed action may result in the combustion or thermal treatment of more than 1 ton of refuse per hour.	D2s	☐	☐
f. Other impacts: _____ _____		☐	☐

7. Impact on Plants and Animals The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.) ☐ NO ☐ YES <i>If “Yes”, answer questions a - j. If “No”, move on to Section 8.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	☐	☐
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	☐	☐
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	☐	☐
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	☐	☐

e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	☐	☐
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source: _____	E2n	☐	☐
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	☐	☐
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____ _____	E1b	☐	☐
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	☐	☐
j. Other impacts: _____ _____		☐	☐

8. Impact on Agricultural Resources The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.) ☐ NO ☐ YES <i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	☐	☐
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	☐	☐
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	☐	☐
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	☐	☐
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	☐	☐
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	☐	☐
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	☐	☐
h. Other impacts: _____		☐	☐

9. Impact on Aesthetic Resources The land use of the proposed action are obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>			
		☐ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	☐	☐
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	☐	☐
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	☐ ☐	☐ ☐
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism based activities	E3h E2q, E1c	☐ ☐	☐ ☐
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	☐	☐
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	☐	☐
g. Other impacts: _____ _____		☐	☐

10. Impact on Historic and Archeological Resources The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>			
		☐ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on the National or State Register of Historical Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places.	E3e	☐	☐
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	☐	☐
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source: _____	E3g	☐	☐

d. Other impacts: _____ _____		☐	☐
If any of the above (a-d) are answered “Moderate to large impact may occur”, continue with the following questions to help support conclusions in Part 3: e. i. The proposed action may result in the destruction or alteration of all or part of the site or property. ii. The proposed action may result in the alteration of the property’s setting or integrity. iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or may alter its setting.	E3e, E3g, E3f E3e, E3f, E3g, E1a, E1b E3e, E3f, E3g, E3h, C2, C3	☐ ☐ ☐	☐ ☐ ☐

11. Impact on Open Space and Recreation The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) <i>If “Yes”, answer questions a - e. If “No”, go to Section 12.</i>			
		☐ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in an impairment of natural functions, or “ecosystem services”, provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b E2h, E2m, E2o, E2n, E2p	☐	☐
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	☐	☐
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c E1c, E2q	☐	☐
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	☐	☐
e. Other impacts: _____ _____		☐	☐

12. Impact on Critical Environmental Areas The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) <i>If “Yes”, answer questions a - c. If “No”, go to Section 13.</i>			
		☐ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	☐	☐
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	☐	☐
c. Other impacts: _____ _____		☐	☐

13. Impact on Transportation

The proposed action may result in a change to existing transportation systems.

☐ NO

☐ YES

(See Part 1. D.2.j)

If “Yes”, answer questions a - f. If “No”, go to Section 14.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	☐	☐
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	☐	☐
c. The proposed action will degrade existing transit access.	D2j	☐	☐
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	☐	☐
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	☐	☐
f. Other impacts: _____		☐	☐

14. Impact on Energy

The proposed action may cause an increase in the use of any form of energy.

☐ NO

☐ YES

(See Part 1. D.2.k)

If “Yes”, answer questions a - e. If “No”, go to Section 15.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	☐	☐
b. The proposed action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two-family residences or to serve a commercial or industrial use.	D1f, D1q, D2k	☐	☐
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	☐	☐
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	☐	☐
e. Other Impacts: _____			

15. Impact on Noise, Odor, and Light

The proposed action may result in an increase in noise, odors, or outdoor lighting.

☐ NO

☐ YES

(See Part 1. D.2.m., n., and o.)

If “Yes”, answer questions a - f. If “No”, go to Section 16.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	☐	☐
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	☐	☐
c. The proposed action may result in routine odors for more than one hour per day.	D2o	☐	☐

d. The proposed action may result in light shining onto adjoining properties.	D2n	☐	☐
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	☐	☐
f. Other impacts: _____ _____		☐	☐

16. Impact on Human Health

The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.)

☐ NO

☐ YES

If "Yes", answer questions a - m. If "No", go to Section 17.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	☐	☐
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	☐	☐
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	☐	☐
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	☐	☐
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	☐	☐
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	☐	☐
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	☐	☐
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	☐	☐
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	☐	☐
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	☐	☐
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off site structures.	E1f, E1g	☐	☐
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	☐	☐
m. Other impacts: _____ _____			

17. Consistency with Community Plans The proposed action is not consistent with adopted land use plans. (See Part 1. C.1, C.2. and C.3.) <i>If “Yes”, answer questions a - h. If “No”, go to Section 18.</i>			
		☐ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action’s land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	☐	☐
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	☐	☐
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	☐	☐
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	☐	☐
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	☐	☐
f. The proposed action is located in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	☐	☐
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	☐	☐
h. Other: _____ _____		☐	☐

18. Consistency with Community Character The proposed project is inconsistent with the existing community character. (See Part 1. C.2, C.3, D.2, E.3) <i>If “Yes”, answer questions a - g. If “No”, proceed to Part 3.</i>			
		☐ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	☐	☐
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	☐	☐
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	☐	☐
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	☐	☐
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	☐	☐
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	☐	☐
g. Other impacts: _____ _____		☐	☐

Project :

Date :

Full Environmental Assessment Form
Part 3 - Evaluation of the Magnitude and Importance of Project Impacts
and
Determination of Significance

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

Reasons Supporting This Determination:

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

Determination of Significance - Type 1 and Unlisted Actions

SEQR Status: ☐ Type 1 ☐ Unlisted

Identify portions of EAF completed for this Project: ☐ Part 1 ☐ Part 2 ☐ Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the _____ as lead agency that:

☐ A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

☐ B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.7(d)).

☐ C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action:

Name of Lead Agency:

Name of Responsible Officer in Lead Agency:

Title of Responsible Officer:

Signature of Responsible Officer in Lead Agency:

Date:

Signature of Preparer (if different from Responsible Officer)

Date:

For Further Information:

Contact Person:

Address:

Telephone Number:

E-mail:

For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)

Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

RESOLUTION No. LL0062024.3

Enacting 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

At a meeting of the Village Board of Trustees of the Village of Millbrook (“Village Board”), held at the Village Hall, 35 Merritt Ave, Millbrook, New York on the 10th day of July, 2024, at 6:00 p.m., Village Mayor, Tim Collopy called the meeting to order, and Trustee Doro, seconded by Trustee Murphy, moved the following resolution, to enact the following local law, to be known as Local Law No. 6 of 2024, entitled “A Local Law 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” as follows:

WHEREAS, the following Local Law was introduced as Proposed Local Law No. 6 of 2024, by Resolution adopted at a regular meeting of the Village Board held on June 12, 2024; and

WHEREAS, a properly noticed public hearing was held before the Village Board during the meeting on July 10th, 2024, on Proposed Local Law No. 6 of 2024; and

WHEREAS, the Village Board determined the enactment of this Local Law will have no adverse environmental impacts and issued a Negative Declaration pursuant to the New York State Environmental Quality Review Act; and

WHEREAS, the proposed Local Law set forth below is incorporated herein as if recited verbatim, and the Village Board directs that said Local Law be spread across the minutes of this meeting as if it, in fact, had been read verbatim during the meeting; and

NOW THEREFORE, BE IT ENACTED by the Board of Trustees of the Village of Millbrook (“Village Board”) as follows:

Section 1. Legislative intent: Chapter 79 of the Village of Millbrook Village Code entitled “Brush, Grass and Weeds” contains regulations for property owner’s obligations to maintain brush, grass and weeds so as not to grow in excess of four inches on any improved lot but does not include any regulations for keeping the sidewalk, curb or traveled portion of the street free of debris or water.

The Village Board has observed that more and more residents of the Village are allowing debris and water to move or flow from their property onto the sidewalk, curb or traveled portion of the street or highway (“public thoroughfares”). This movement of such debris and water is most often caused by weather conditions or other natural and man-made hazards. The Village Board has also observed property owners directing water via hoses or other pipes onto public thoroughfares. Stone and dirt driveways occasionally “wash out” onto public thoroughfares. These conditions are dangerous to the public traveling on public thoroughfares and could be avoided by proper maintenance conducted by the property owner. This has led the Village Board to determine it is in the best interest of the Village to amend the Village Code to establish regulations for keeping the public thoroughfare free of debris and water. The Village Board now, therefore, wishes to amend 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.

Section 2. **Chapter 79** of the Village Code entitled “Brush, Grass and Weeds” is hereby amended by adding a new Subsections 79-3 and 79-4 to read as follows.

“79-3 Keeping the Public Thoroughfare Free of Debris and Water.

No person shall permit debris or water to move or flow from the owner’s property onto the sidewalk and the curb or traveled portion of the street or highway abutting said premises.

79-4 Village to Prevent Debris or Water From Moving or Flowing onto the Public Thoroughfare.

If the owner or responsible party to the owner shall fail to perform the work needed to prevent debris or water from moving or flowing onto the public thoroughfare within five days after notice by the appropriate Village official, the Village may perform the work and assess the cost thereof against the premises and collect the amount in the same manner as Village taxes are collected.”

Further, **Chapter 79** of the Village Code entitled ““Brush, Grass and Weeds” is hereby amended by Subsections **79-3** to **79-5**.

Section 3. Severability. Should any word, section, clause, paragraph, sentence, part or provision of this local law be declared invalid by a Court of competent jurisdiction, such determination shall not affect the validity of any other part hereof.

Section 4. All other ordinances or local laws of the Village of Millbrook which are in conflict with the provisions of this local law are hereby superseded or repealed to the extent necessary to give this local law full force and effect during its effective period.

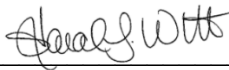
Section 5. Numbering for codification. It is the intention of the Village of Millbrook Board of Trustees and it is hereby enacted that the provisions of this Local Law shall be included in the Code of the Village of Millbrook; that the sections and subsections of this Local Law may be re-numbered or re-lettered by the Codifier to accomplish such intention; that the Codifier shall make no substantive changes to this Local Law; that the word “Local Law” shall be changed to “Chapter,” “Section” or other appropriate word as required for codification; and that any such rearranging of the numbering and editing shall not affect the validity of this Local Law or the provisions of the Code affected thereby.

Section 6. This Local Law shall take effect as of the date of filing with the New York Secretary of State.

The foregoing resolution was duly put to a vote which resulted as follows:

Mayor Collopy	Aye
Trustee Herzog	Aye
Trustee Contino	Aye
Trustee Doro	Aye
Trustee Murphy	Aye

DATED: Millbrook, New York
July 10, 2024



SARAH J. WITT, VILLAGE CLERK
Village of Millbrook

RESOLUTION No. LL0072024.2
Introducing Local Law No. 7 of 2024 Imposing a Temporary Six-Month Moratorium on
Certain Land Developments in the RLD Zoning District

At a meeting of the Village Board of Trustees of the Village of Millbrook (“Village Board”), held at the Village Hall, 35 Merritt Avenue, Millbrook, New York on the 10th day of July, 2024, at 6:00 p.m., Village Mayor, Tim Collopy called the meeting to order, and Trustee Doro, seconded by Trustee Murphy, moved the following resolution, to introduce the following proposed local law, to be known as Proposed Local Law No. 7 of 2024, entitled “A Local Law Imposing a Temporary Six Month Moratorium on Certain Land Developments in the Residential Low-Density (RLD) Zoning District in the Village” as follows:

BE IT ENACTED by the Board of Trustees of the Village of Millbrook (“Village Board”) as follows:

Section 1. Legislative intent. The Village Board is considering changes to the Village Zoning Law with respect to properties within the Residential Low-Density (RLD) Zoning District. Specifically, the Village Board is concerned that large parcels of land within the RLD Zoning District could be subdivided and developed in the near future resulting in a significant increase in the density within the Village, placing increased pressure on Village infrastructure and potentially imposing adverse impacts on health, safety and welfare of the residents of the Village. The Village Board feels it needs time to review and consider possible changes to the zoning regulations applicable to property in the RLD Zoning District with respect to minimum lot acreage and other density requirements. In order to provide a sufficient amount of time for the Village Board to adequately review and consider possible changes to the zoning regulations applicable to property in the RLD Zoning District, the Village Board has decided to impose a temporary six (6) month moratorium on new development in the RLD Zoning District. Therefore, pursuant to the statutory powers vested in the Village of Millbrook Board of Trustees to regulate and control land use, and to protect the health, safety and welfare of its residents, the Village Board hereby declares a temporary six (6) month moratorium on Site Plan, Special Use Permit, Variance and Subdivision approval related to new subdivisions or the subdivision of existing parcels in the RLD Zoning District in the Village.

Section 2. Scope of Controls.

A. During the effective period of this Local Law:

1. The Village Planning Board shall not approve any site plan, special use permit or subdivision application which would allow the creation of new subdivisions or the subdivision of existing parcels on properties within the RLD Zoning District of the Village.
2. The Village Zoning Board of Appeals shall not grant any variance, special use permit or other permit which would allow the creation of new subdivisions or the subdivision of existing parcels on properties within the RLD Zoning District of the Village.

3. The Building and Code Enforcement Officer of the Village shall not issue any building permit or other permit which would allow the development of new subdivisions or the subdivision of existing parcels within the RLD Zoning District of the Village.

B. The Village Board reserves the right to direct the Village Building and Code Enforcement Officer to revoke or rescind any Building Permits or Certificates of Occupancy issued in violation of this Local Law.

Section 3. No Consideration of New Applications.

No applications for development, establishment or enlargement of any subdivisions in the RLD Zoning District of the Village affected by this Local Law or for approvals for a site plan, a subdivision, a variance, a special use permit or other permits relating to creation of a new subdivision or the subdivision of existing parcels in the RLD Zoning District shall be considered by any board, officer or agency of the Village while the moratorium imposed by this Local Law is in effect.

Section 4. Term.

The moratorium imposed by this Local Law shall be in effect for a period of six (6) months from the effective date of this Local Law, unless earlier repealed, modified, extended or supplemented by a further local law of the Village of Millbrook.

This Moratorium may be extended by up to two (2) additional periods of six (6) months upon a finding of the necessity for such extension by the Village Board.

Section 5. Penalties.

Any person, firm or corporation that shall establish or develop any new subdivision or enlarge any existing subdivision in violation of the provisions of this Local Law shall be subject to:

A. Such penalties as may otherwise be provided by applicable local laws, ordinances, rules, regulations or the Village Code for violations; and

B. Injunctive relief in favor of the Village to cease any and all such actions which conflict with this Local Law.

Section 6. Validity.

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law which can be given effect without such invalid provision.

Section 7. Hardship.

A. Should any owner of property affected by this Local Law suffer an unnecessary hardship in the way of carrying out the strict letter of this Local Law, then the owner of said property may apply to the Village Board in writing for a variation from strict compliance with this Local Law upon submission of proof of such unnecessary hardship. For the purposes of this Local Law, unnecessary hardship shall not be the mere delay in being permitted to make an application or waiting for a decision on the application for a subdivision, variance, special use permit, site plan, or other permit during the period of the moratorium imposed by this Local Law.

B. Procedure.

Upon submission of a written application to the Village Clerk by the property owner seeking a variation of this Local Law, the Village Board shall, within thirty (30) days of receipt of said application, schedule a Public Hearing on said application upon five (5) days' written notice in the Official Newspaper of the Village. At such Public Hearing the property owner and any other parties wishing to present evidence with regard to the application shall have an opportunity to be heard, and the Village Board shall, within fifteen (15) days of the close of said Public Hearing, render its decision either granting or denying the application for a variation from the strict requirements of this Local Law. If the Village Board determines that a property owner will suffer an unnecessary hardship if this Local Law is strictly applied to a particular property, then the Village Board shall vary the application of this Local Law to the minimum extent necessary to provide the property owner relief from strict compliance with this Local Law.

Section 8. Notwithstanding the effective date of this Local Law, the provisions of this Local Law shall not be applicable to any portion of any property within the RLD Zoning District of the Village for which any person has specifically applied prior to May 1, 2024, to the Village Planning Board for site plan, special use permit or subdivision approval or to the Village Zoning Board of Appeals for a variance or a special use permit.

In addition, this Local Law shall not apply to the following.

- A. Development applications related to the construction of a single-family dwelling or two-family dwelling house on a parcel in existence at the time this Local Law takes effect.
- B. The construction of accessory structures that are customarily incidental to a principal residential use allowed by right, including but not limited to garages, swimming pools, sheds and barns.
- C. An existing valid building permit and substantial construction completed in reliance on such valid building permit.
- D. Subdivisions of land with a proposed minimum lot size of at least ten (10) acres.

Section 9. Severability. Should any word, section, clause, paragraph, sentence, part or provision of this local law be declared invalid by a Court of competent jurisdiction, such determination shall not affect the validity of any other part hereof.

Section 10. All other ordinances or local laws of the Village of Millbrook which are in conflict with the provisions of this local law are hereby superseded or repealed to the extent necessary to give this local law full force and effect during its effective period.

In addition, this Local Law supersedes such New York State Statutes and Regulations to the extent such Statutes and Regulations require an agency to adhere to certain specified timeframes.

Section 11. Numbering for codification. It is the intention of the Village Board and it is hereby enacted that the provisions of this Local Law shall be included in the Code of the Village of Millbrook; that the sections and subsections of this Local Law may be re-numbered or re-lettered by the Codifier to accomplish such intention; that the Codifier shall make no substantive changes

to this Local Law; that the word “Local Law” shall be changed to “Chapter,” “Section” or other appropriate word as required for codification; and that any such rearranging of the numbering and editing shall not affect the validity of this Local Law or the provisions of the Code affected thereby.

Section 12. Effective Date.

This Local Law shall take effect as of the date of filing with the New York Secretary of State.

Mayor, Tim Collopy, advised the Board of Trustees that, pursuant to the Municipal Home Rule Law of the State of New York, it will be necessary to hold a public hearing upon this proposed local law. Trustee Doro offered the following resolution which was seconded by Trustee Murphy, who moved its adoption:

WHEREAS, on July 10, 2024, Trustee Doro introduced this Local Law for the Village of Millbrook, to be known as “A Local Law Imposing a Temporary Six Month Moratorium on Certain Land Developments in the Residential Low-Density (RLD) Zoning District in the Village.”

RESOLVED, that a public hearing be held in relation to the proposed Local Law as set forth in the form of notice, hereinafter provided, at which hearing parties in interest and citizens shall have an opportunity to be heard, to be held at the Village Fire House, 20 Front Street, Millbrook, New York, on August 14th, 2024, at 6:00 o’clock, p.m., Prevailing Time, and that notice of said hearing shall be published in the official newspaper of general circulation in the Village of Millbrook, by the Village Clerk, at least ten (10) days before such hearing and that such notice shall be in the following form:

NOTICE OF PUBLIC HEARING

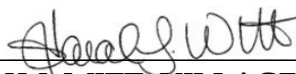
TAKE NOTICE, that the Board of Trustees of the Village of Millbrook will hold a public hearing at the Village Fire House, 20 Front Street, Millbrook, New York, on August 14th, 2024, at 6:00 o’clock, p.m., Prevailing Time, on Proposed Local Law No. 7 of the Year 2024, entitled “A

Local Law Imposing a Temporary Six Month Moratorium on Certain Land Developments in the Residential Low-Density (RLD) Zoning District in the Village.”

TAKE FURTHER NOTICE, that copies of the aforesaid proposed Local Law will be available for examination at the office of the Clerk of the Village of Millbrook, at the Village Hall, 35 Merritt Avenue, Millbrook, New York between the hours of 8:00 a.m. to 12:00 p.m. and then between 1:00 p.m. to 3:00 p.m. on all business days between the date of this notice and the date of the public hearing.

TAKE FURTHER NOTICE, that all persons interested and citizens shall have an opportunity to be heard on said proposal at the time and place aforesaid.

DATED: Millbrook, New York
July 10, 2024

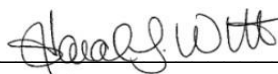


SARAH J. WITT, VILLAGE CLERK

The foregoing resolution was duly put to a vote which resulted as follows:

Mayor Collopy	Aye
Trustee Herzog	Aye
Trustee Contino	Aye
Trustee Doro	Aye
Trustee Murphy	Aye

DATED: Millbrook, New York
July 10, 2024



SARAH J. WITT, VILLAGE CLERK
Village of Millbrook

RESOLUTION NO. 2024-010

July 10, 2024

ESTABLISHING ENERGY BENCHMARKING REQUIREMENTS FOR CERTAIN MUNICIPAL BUILDINGS

WHEREAS, buildings are the single largest user of energy in the State of New York. The poorest performing buildings typically use several times the energy of the highest performing buildings—for the exact same building use; and

WHEREAS, collecting, reporting, and sharing building energy data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide, and equipped with this information the Village of Millbrook is able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement; and

WHEREAS, the Village of Millbrook desires to use Building Energy Benchmarking - a process of measuring a building's energy use, tracking that use over time, and comparing performance to similar buildings - to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Village of Millbrook; and

WHEREAS, the Village of Millbrook Board of Trustees desires to establish procedure or guideline for staff to conduct such Building Energy Benchmarking; and

NOW THEREFORE, IT IS HEREBY RESOLVED AND DETERMINED, that the following specific policies and procedures are hereby adopted;

BUILDING ENERGY BENCHMARKING POLICY/PROCEDURES

§1. DEFINITIONS

(1) "Benchmarking Information" shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.

(2) "Building Energy Benchmarking" shall mean the process of measuring a building's Energy use, tracking that use over time, and comparing performance to similar buildings.

(3) "Commissioner" shall mean the Mayor.

(4) "Covered Municipal Building" shall mean a building or facility that is owned or occupied by the Village of Millbrook that is 1,000 square feet or larger in size.

(5) "Department" shall mean the CSC Task Group.

(6) "Energy" shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(7) "Energy Performance Score" shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(8) "Energy Use Intensity (EUI)" shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(9) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(11) “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(12) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(13) “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations.

§2. APPLICABILITY

(1) This policy is applicable to all Covered Municipal Buildings: Village Hall, Firehouse, DPW Garage, & WWTP Office Building.

(2) The Commissioner may exempt a particular Covered Municipal Building from the benchmarking requirement if the Commissioner determines that it has characteristics that make benchmarking impractical.

§3. BENCHMARKING REQUIRED FOR COVERED MUNICIPAL BUILDINGS

(1) No later than May 1, 2025, and no later than May 1 every year thereafter, the Commissioner or his or her designee from the Department shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year.

(2) For new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Commissioner or his or her designee from the Department shall begin inputting data in the following year.

§4. DISCLOSURE AND PUBLICATION OF BENCHMARKING INFORMATION

(1) The Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

(a) no later than September 1, 2025 and by September 1 of each year thereafter for Covered Municipal Buildings; and

(2) The Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

(a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and

(b) For each Covered Municipal Building individually:

(i) The status of compliance with the requirements of this Policy; and

(ii) The building address, primary use type, and gross floor area; and

(iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and

(iv) A comparison of the annual summary statistics (as required by Section 5(2)(b)(iii) of this Policy) across calendar years for all years since annual reporting under this Policy has been required for said building.

§5. MAINTENANCE OF RECORDS

The Department shall maintain records as necessary for carrying out the purposes of this Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Department for a period of three (3) years.

§6. ENFORCEMENT AND ADMINISTRATION

(1) The Commissioner shall be the Chief Enforcement Officer of this Policy.

(2) The Chief Enforcement Officer of this Policy may promulgate regulations necessary for the administration of the requirements of this Policy.

(3) Within thirty days after each anniversary date of the effective date of this Policy, the Chief Enforcement Officer shall submit a report to the Village of Millbrook Board of Trustees including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Commissioner determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Policy.

§7. EFFECTIVE DATE

This policy shall be effective immediately upon passage.

§8. SEVERABILITY

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

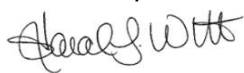
The vote on the foregoing resolution was as follows:

Motion made by: Trustee Herzog

Seconded: Trustee Doro

	Aye	Nay
Mayor Collopy	x	
Deputy Mayor Murphy	x	
Trustee Herzog	x	
Trustee Contino	x	
Trustee Doro	x	

Certified by:



Sarah J. Witt
Village Clerk

This resolution was adopted- July 10, 2024.



Board of Trustees Meeting
July 10, 2024 @ 6:00 pm

PLEASE SILENCE YOUR CELL PHONE

Agenda

Village of Millbrook
Board of Trustees
Wednesday, July 10, 2024
6:00 PM
Village Hall

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
2. **Administrative Business:**
 - a. Minutes approval
 - b. Voucher approval, budget adjustments & final FY 23-24 report
3. **Department Reports:**
 - a. DC Legislature – DC Legislator Houston
 - b. Fire & Rescue – Chief Boscardin, President Rochfort
 - c. Police incl. grants status – Chief Dworkin
 - d. Highway incl. proposal for Wash Ave paving – Mayor Collopy
 - i. Review quotes for sidewalk grinding & pad replacements
 - e. Water & Sewer, incl. WQIP appl. & SM pump station installation – S. Osborn, VRI
 - f. Treasurer & Building Dept incl. STR permit status – Clerk Witt
4. **Old Business:**
 - a. Sidewalk connection from Maple Ave to Franklin – Deputy Mayor Murphy
 - b. Proposal to convert streetlights to LED – Trustee Herzog
5. **New Business:**
 - a. Public hearing of update to Chp 79 to keep thoroughfares clear – Mayor Collopy
 - b. Introduce resolution for Chp 230 for a moratorium in RLD districts – Trustee Doro
 - c. Introduce CSC benchmarking resolution – Trustee Herzog
 - d. Propose change to criteria of what's considered Village-owned trees – Trustee Herzog
6. **General Public Comments**
7. **Board Member Updates:**
 - a. Deputy Mayor Murphy
 - b. Trustee Herzog
 - c. Trustee Contino
 - d. Trustee Doro
 - e. Mayor Collopy
8. **Executive Session** - Personnel
9. **Next Board Meeting:** Wednesday, 8/14/2024 - 6PM back to MB Firehouse
10. **Adjournment**

Unpaid Voucher Totals July 10, 2024

	FY 23/24	FY 24/25	Total
General Fund	\$1,521.98	\$127,529.17	\$129,051.15
Cap Sidewalks		\$1,717.60	\$1,717.60
Water Fund		\$22,640.47	\$22,640.47
Sewer Fund		\$19,044.48	\$19,044.48
TOTAL:	\$1,521.98	\$170,931.72	\$172,453.70

23/24 & 24/25 Budget Adjustments & Transfer Authorizations

23/24 Budget Adjustments

Police

From	3120.1 Police PS	\$	34,044.84
To	3120.4 Police CE	\$	(17,557.97)
To	3120.4 Police Repairs	\$	(9,260.40)
To	3120.2 Police EQ	\$	(200.28)

Fire

From	9720.6 FD Pickup	\$	14,000.00
From	9720.7 FD Pickup Int	\$	1,000.00
From	4540.4 Ambulance CE	\$	2,719.97
To	3410.4 Fire CE Repairs	\$	(6,432.75)
To	1910.4 U.I. FD Benefits	\$	(5,159.20)
To	3410.8 Fire Benefits	\$	(2,991.00)
To	3410.4 Fire Office	\$	(1,255.13)
To	3410.4 Fire CE Diesel	\$	(1,246.98)
To	3410.4 Fire House CE	\$	(357.22)
To	3410.4 FH Heating Fuel	\$	(258.01)

HWY

From	5142.4 Snow Removal CE	\$	14,090.33
From	5182.4 Street Light CE	\$	6,598.13
From	5110.2 Streets EQ- Road Paving	\$	5,308.60
From	1640.4 Centra Garage CE Repairs	\$	1,093.01
From	5110.4 Streets CE- Diesel	\$	1,120.27
From	1640.4 Central Garage CE Utilities	\$	768.05
To	5110.4 Streets CE	\$	(9,917.27)
To	5110.4 Streets Repairs	\$	(8,566.25)
To	5110.4 Street Trees	\$	(2,392.97)
To	5110.4 Streets Eq/Supplies	\$	(2,072.35)
To	1640.4 Central Garage CE Eq/Supplies	\$	(878.51)
To	1640.2 Central Garage EQ	\$	(724.48)
To	5110.2 Streets EQ	\$	(185.00)

CHIPS

From	3501.01 CHIPS Revenue	\$	(26,334.00)
To	51124.01 CHIPS Expense	\$	26,334.00

Front Office

From	8020.1 Planning PS	\$	6,135.02
From	1910.4 Unallocated Insurance	\$	5,817.47
From	1622.4 VH CE Heating Fuel Gym	\$	5,060.16
From	1680.2 Data Processing EQ	\$	2,650.00
From	1622.4 VH CE Heating Fuel	\$	2,479.75
To	1420.4 Attorney CE	\$	(11,351.43)
To	1325.1 Clerk PS	\$	(2,787.69)
To	1325.4 Clerk Training	\$	(1,489.39)
To	1680.4 Data Processing CE	\$	(866.61)
To	1325.1 Dept Clerk PS	\$	(540.28)
To	1670.4 Central Print/ Mail	\$	(231.53)
To	9060.8 Medical Insurance	\$	(198.93)
To	1460.4 Records Management CE	\$	(99.37)
To	8160.4 Refuse/ Garbage CE	\$	(63.68)
To	1720.4 Awards CE	\$	(6.28)

Vehicle Purchases

From	5720.1 SIB Revenue	\$	(198,000.00)
To	34102.1 Fire Eq	\$	77,000.00
To	51102.1 HWY Eq	\$	121,000.00

23/24 & 24/25 Budget Adjustments & Transfer Authorizations (Continued)

Water

From	8310.2 - Water Cap Improve	\$	16,738.49
From	8340.4 - Water Trans/Distrib CE	\$	3,902.93
From	8340.4 - Water Trans/Distrib CE	\$	2,342.58
From	9733.7 - Interest Bedrock Wells	\$	1,250.00
From	8340.4 - Water Trans/Distrib CE	\$	359.13
From	8340.4 - Water Trans/Distrib CE	\$	292.06
From	8310.4 - Water Admin CE	\$	245.31
From	8320.4 - Source Power Pump CE	\$	152.25
To	1910.4 - Unallocated Insurance	\$	(1,153.00)
To	8310.4 - Water Admin CE	\$	(1,878.26)
To	8320.4 - Source Power Pump CE	\$	(2,771.50)
To	9730.7 - Debt Interest, BAN	\$	(5,300.00)
To	9730.7 - Debt Interest, BAN	\$	(10,075.00)
To	8340.4 - Water Trans/Distrib CE	\$	(14,507.81)

Transfer Authorizations

Cap Sidewalks	450.1.0.55 NY Class Tax Acct	\$	(40,000.00)	
	200.6 Cash- Sidewalks	\$	40,000.00	
Tree Replacemnt	200.94.0.68 Tree Replacement Acct	\$	(7,860.00)	Close?
	200.6 Cash- Sidewalks	\$	7,860.00	

24/25 Budget Amendment

Police

From	2705.1 Donations	\$	(1,000.00)
To	31202.1 Police Eq	\$	1,000.00

Tennis

From	450.1 NY Class	\$	(4,000.00)
From	201.1 Tax Acct	\$	(4,000.00)
To	71802.1 Tennis Courts	\$	8,000.00

Sewer

From	9710.6 - Debt Service on BONDS	\$	21,850.00
From	8130.4 - Sewer Treatm/Disp CE	\$	19,170.27
From	8130.2 - Sewer Cap Improve	\$	15,578.22
From	9710.7 - Interest on Debt Service BONDS	\$	7,500.00
From	8130.4 - Sewer Treatm/Disp CE	\$	3,370.86
From	8130.4 - Sewer Treatm/Disp CE	\$	2,183.36
From	8130.4 - Sewer Treatm/Disp CE	\$	1,922.10
From	1910.4 - Unallocated Insurance	\$	280.00
To	8130.4 - Sewer Treatm/Disp CE	\$	(312.05)
To	8130.4 - Sewer Treatm/Disp CE	\$	(588.03)
To	8110.4 - Sewer Admin CE	\$	(638.06)
To	9950.9 - Capital Reserve	\$	(1,500.00)
To	8130.4 - Sewer Treatm/Disp CE	\$	(2,827.16)
To	8130.4 - Sewer Treatm/Disp CE	\$	(4,472.45)
To	8130.4 - Sewer Treatm/Disp CE	\$	(5,240.75)
To	9730.7 - Debt Interest, BAN	\$	(12,187.50)

Final Operating Expense Report for VoM Fiscal Year 23/24

General Fund (A) Totals:

Revenues: \$2,551,777.36

Expenses: \$2,486,814.28

Net: \$ 64,963.08

Reasons: Main Excess Revenue: NYCLASS & Building Permits (updated fee schedule)

Main Under Spending: Police PS, Road Salt, HWY OT, Heating Fuel, and Lighting

Water Fund (F) & Sewer Fund (G)- waiting on July billing

MILLBROOK FIRE DEPARTMENT

JUNE 2024

83 INCIDENTS REPORTED

Millbrook Fire Dept	
Automatic Fire Alarm	15
EMS Call	48
Carbon Monoxide	2
Motor Vehicle Accident	5
Brush Fire	2
Structure Fire	1
Lockout	4
Tree & Wires	5
Vehicle Lockout	1
TOTALS:	83

EMS Responses	
NDP (49-79)	43
MFD Ambulance *	1
MFD Members	26
Mutual Aid Given	
Fire	0
EMS	5
Mutual Aid Received	
Fire	1
EMS	5

NOTES:

Monthly drills

- none

* Standby - 1 (Hospital Evacuation)

Alarm – Burglar: 2

- Report of activated burglar alarm at Alden Elementary School – Open door/Searched and Secured
- Report of activated burglar at Barbaro Millbrook Restaurant – Activation caused by delivery person/Checked Ok

Alarm – Fire: 2

- Activated fire alarm / False alarm, workers in building
- Activated fire alarm / False alarm, low battery detected

Animal Complaint: 1

- Barking dog / Checked ok, no longer barking

Assist Citizen: 4

- Request for assistance retrieving property from family member
- Report of juvenile riding electric scooter at apartment complex
- Request for assistance moving vehicle from parking lot
- (Fraud Inv.)

Assist Other Agency: 1

- Court Security Detail x 2

Court Order: 1

- Temporary Order of Protection served

EMS Assist: 6

- Assist EMS with patient escort
- Assist EMS with patient who had fallen and suffered head injury
- Assist EMS with combative patient
- Assist EMS with patient experiencing rapid heart rate, dizziness
- Assist EMS with patient having difficulty breathing
- Assist EMS with patient having difficulty breathing

Foot Patrol: 10

Lockout – Motor Vehicle: 1

Motor Vehicle Accident: 1

- Report filed by responding officer

Noise Complaint: 1

- Report of loud music / Officer reports all quiet upon arrival

Records Request: 3

Parking Summons: 2

Property Check: 2

Public Safety (Road Blocked)

- Officer assisted Fire Department removing downed tree

Repossession: 1

- Repossession conducted without incident

School Checks: 14

Suspicious Person: 1

- Male subject filming inside Town of Washington Town Hall

Vehicle & Traffic Summons: 2

POLICE DEPARTMENT STATISTICS

JUNE 2024

IN DEVELOPMENT

SJS Spectrum Justice System

- RMS (Records Management System) updated on in house computers
- Back up storage drive on order, installation pending
- Installation of RMS on mobile computers pending

TraCS Traffic and Criminal Software

- Update and installation on mobile computers pending TraCS representative response

Development of GALLS online account

- In-development, authorizes purchase of police uniforms on Albany County contract pricing

GRANTS

Law Enforcement Technology Grant

(Grant application submitted by Culhane)

- Modification requested and approved for upgrade of department infrastructure
 - Police Department computer server (added)
 - Review and analysis of upgrade to an advanced DRMS Department Records Management System (added)
 - Purchase of ALPR - Automated License Plate Reader(s)
 - Upgrade of department radio communications
 - Upgrade to existing mobile computer (added)
 - *UAV Unmanned Aerial Vehicle (removed)*

PPE - Police Protective Equipment Grant

(Grant application submitted by Trustee Contino and Sgt. Witt)

- Ballistic protective helmet x 3
- Ballistic protective body armor x 3
- Ballistic shield x 2

Livescan Grant

- Request for funding proposal submitted to DCJS



Happy Retirement, Bob!

Highway Supervisor Bob Collocola Retires

After 19+ years of service to the Village, Bob Collocola has retired from his position as supervisor of the Highway Department. We will miss the diligence and dedication to which he did his job every day as well as how reliably he responded to every natural emergency, but we wish him the best in his next “career” that includes attending many, many Yankee games!

Public Works Monthly Report June 2024

1. **No monthly summer brush pick-up this year. Monday, Sept 9th will be the only extra pick-up day.**
2. Scheduled Road Repair 8/27- Oil & Stone Maple Ave
3. Dump Truck prepped for auction; awaiting AAR to take pics & post.
4. Fixed ramp at water plant using Item #4 & Town of Washington payloader while VoM backhoe was in repair shop (since returned).
5. Storm damage clean up started 9PM-midnight 9/26, continuing into July
 - a. **Note:** Residents doing non-storm-related yard clearing will be notified that those piles will be picked up by Out on a Limb and expense billed to resident.
6. Storm also required clearing of catch basins throughout Village of Millbrook.
7. Notified Out on a Limb of tree trimming & removal needs; awaiting concurrence of Shade Tree Commission before proceeding.
8. New chain saw purchased (budgeted).
9. 190 tons stone ordered (by Town of Washington) in prep for oil & stone of Maple Ave in August.
10. Washington Ave storm drain replacement must go through competitive bidding process (>\$35K)
 - a. Proposal: wait to do storm drain replacement until 2025 so enough CHIPS funds are available to do both drain replacement and road paving at “same” time.
11. Furniture moved out/in for Police Chief’s office to be carpeted.
12. Pothole patching: Washington, Franklin, ...
13. Cold patch added to new walkway entrance & crosswalk at North Ave/Franklin Ave.
14. “No Parking” sign added to corner of Merritt & Church.
15. Cleared brush & vines along Dineen at pond.
16. NYS DOT responded to request to fix numerous potholes and worn stretches along Franklin Ave.
17. Quote requested from Simoncelli to replace 14 selected sidewalk pads on Merritt, Franklin, Elm & Church – awaiting response.
18. Quote for \$10,591 received from Precision Safe Sidewalks to complete grinding work along Franklin (from 2022 bid) & also grind level hazards on Merritt & Friendly. Will request follow-up quote for remainder of Village of Millbrook.

Monthly Water Report

June 2024

	June	May	April
Total Water Produced	4,988,355	4,619,220	4,368,540
Average Daily Flow	166,280	149,000	145,620
Peak Day Flow	242,800	197,250	214,760

Sampling Results:

	June	May	April
Total Coliform	Absent	Absent	Absent

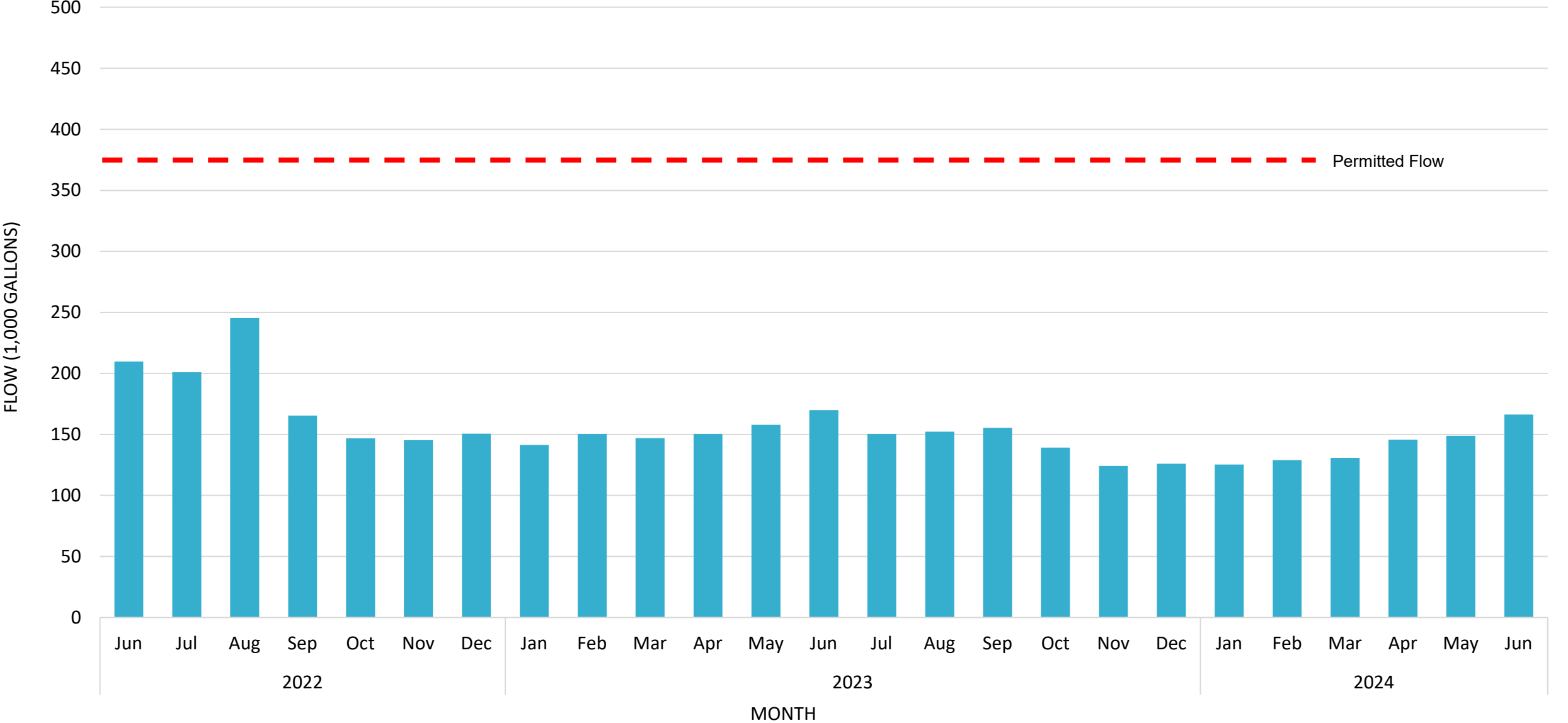
* Results not in compliance

Comments:

1. Performed all routine sampling and maintenance
2. Read all water meters
3. Highway Dept removed beams from stream at plant and raised area around loading dock for deliveries

Millbrook Water

Average Daily Flow



Monthly Sewer Report

June 2024

	June	May	April	Permit Limit
Total Effluent Flow	3,119,670	3,846,260	6,233,575	n/a
Average Daily Flow	100,635	124,100	207,450	n/a
12-Month Rolling AVG	205,000	206,000	208,000	250,000
Peak Daily Flow	138,875	143,880	413,830	n/a
Precipitation (<i>in. as liquid</i>)	4.1"	4.0"	3.9"	n/a

SPDES Permit Samples: (mg/l)

	June	May	April	Permit Limit
BOD	2 mg/l	3.9 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	1.2 mg/l	1.3 mg/l	.5 mg/l	8 mg/l
Fecal Coliform	<2/100ml	<2/100ml	n/a	200/100 ml

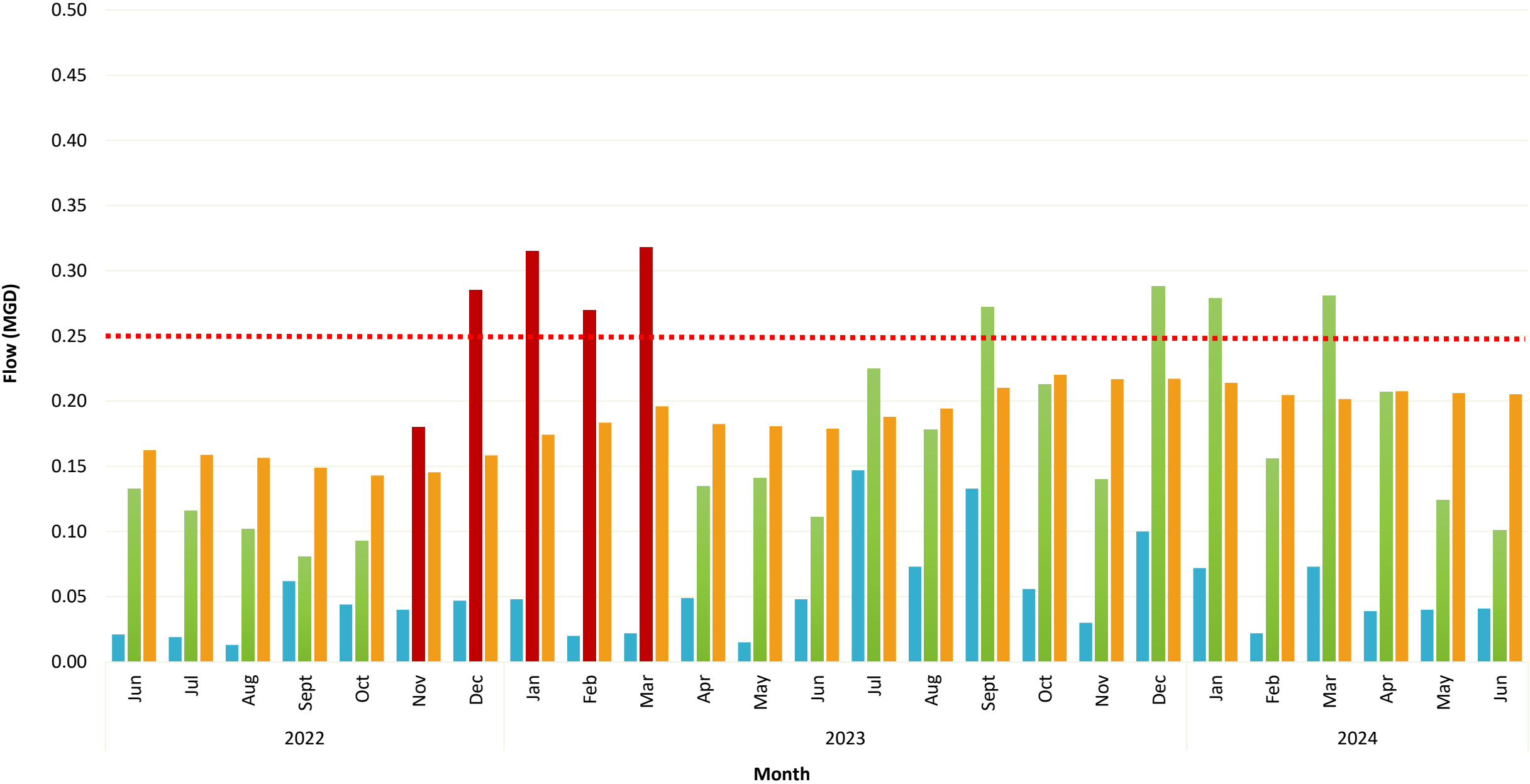
* Exceeds permit limit

Comments:

1. Performed all routine sampling and maintenance
2. EarthCare hauled dry sludge dumpster
3. Cleaned filter beds
4. Sewer lateral repair - 39 Merritt
5. Worked with Slack Chemical and T&B to submit paperwork for new dechlor chemical
6. Bennett PS work - PS set and piping connected

Millbrook WWTP

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



Building Department Report: June 2024

Building Permits Issued	5
Sign Permit	1
Certificate of Occupancy	0
Certificate of Compliance	0
Municipal Searches	1
Fire Inspection (not STR)	1
Total Fees Collected	1090.00

Planning & Zoning

- Public Hearing was left open in June for Reardon Briggs upgrades. July 8th meeting- no updates given

Short Term Rentals (STR):

- Total STR Permits Issued: 3
 - STR Applications in Process: 0
- Total Fees Collected: \$1400**

Treasurer’s Report: Bank Balances - June 2024

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
TAX ACCOUNT	0.00	1,017,337.75	130,578.61	68.01	68.01	83.17	886,827.15
GENERAL FUND	24,521.23	147,454.11	152,332.94	3.01	3.01	122.83	19,645.41
WATER FUND	97,515.97	3,822.74	17,432.87	17.22	17.22	83.29	83,923.06
SEWER FUND	108,396.04	9,819.90	42,506.74	16.54	16.54	115.70	75,725.74
ACCOUNTS PAYABLE	620.00	134,919.16	132,353.28	0.00	0.00	0.00	3,185.88
BENNETT PUMP STATION	1,488.54	0.00	0.00	0.00	0.00	8.54	1,488.54
ESCROW (PLANNING & ZONING)	5,893.14	1,000.00	0.00	0.00	0.00	0.00	6,893.14
HNL TRUST	17,879.91	0.00	0.00	2.75	2.75	21.44	17,882.66
MEDICAL DEDUCTIBLE	4,222.42	0.00	1,324.48	0.00	0.00	0.00	2,897.94
MILLBROOK RESTORATION	10,593.81	0.00	0.00	2.03	2.03	13.20	10,595.84
PAYROLL ACCOUNT	12,138.97	67,363.22	68,178.07	0.00	0.00	0.00	11,324.12
POLICE VEHICLE FUND	1,728.24	0.00	0.00	0.00	0.00	0.00	1,728.24
RESERVE FOR FIRE TRUCK	1,680.98	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00
SEWER RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SIDEWALKS	0.00	0.00	0.00	0.00	0.00	2.14	0.00
TENNIS COURTS	302.77	0.00	0.00	0.05	0.05	0.37	302.82
THORNE TRUST	0.00	0.00	0.00	0.00	0.00	9.74	0.00
TREE REPLACEMENT PROGRAM	7,678.82	0.00	0.00	1.18	1.18	7.66	7,680.00
TRIBUTE GARDEN DONATIONS	14,862.48	0.00	0.00	2.85	2.85	11.02	14,865.33
TOTAL	584,697.31	1,381,716.88	544,706.99	113.64	113.64	480.51	1,146,646.85

Treasurer’s Report: NYCLASS Balances - June 2024

Average Monthly Yield: 5.2189%

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
RESERVE FOR FIRE TRUCK	360,610.66	0.00	0.00	1,546.07	1,546.07	8,372.10	362,156.73
TAX ACCOUNT	553,060.31	0.00	0.00	2,371.17	2,371.17	14,161.81	555,431.48
WATER FUND	10,257.86	0.00	0.00	43.99	43.99	264.63	10,301.85
SEWER FUND	50,200.18	0.00	0.00	215.22	215.22	3,621.74	50,415.40
FEMA	16,197.16	0.00	0.00	69.47	69.47	289.84	16,266.63
BENNETT PUMP STATION	231,985.93	0.00	0.00	994.61	994.61	4,443.60	232,980.54
TENNIS COURT RESERVE	4,037.16	0.00	0.00	13.31	13.31	50.47	4,050.47
TOTAL	1,226,349.26	0.00	0.00	5,253.84	5,253.84	31,204.19	1,231,603.10

Total Balances - June 2024

	BEGINNING BALANCE	CONTRIBUTIONS	WITHDRAWALS	INCOME EARNED	INCOME EARNED FISCAL YTD	INCOME EARNED CALENDAR YTD	MONTH END BALANCE
BANK OF MILLBROOK	584,697.31	1,381,716.88	544,706.99	113.64	113.64	480.51	1,146,646.85
NYCLASS	1,226,349.26	0.00	0.00	5,253.84	5,253.84	31,204.19	1,231,603.10
TOTAL	1,811,046.57	1,381,716.88	544,706.99	5,367.48	5,367.48	31,684.70	2,378,249.95

Total Taxes Collected: \$1,137,558.75 (as of 7/10)

SBA Xfer: -\$61,000

Water Relevy xfer:- \$12,117.13

Sewer Relevy xfer: - \$9,186.37

Tax Collected after xfer’s: \$1,055,255.25

Unpaid Amt: \$58,017.66 (left to collect)

Clerk/Treasurer Highlights

Mailed out Town SBA letters

2023/2024 Bank Recs have been completed

Submitted FD Block Party Docs to State

AV Equipment- person who orders is out on bereavement. Update to follow.

Submitted request 2 for Bennett Pump Station DASNY grant- in process

Rec’d AAR Auction payment for FD Truck (\$8000- Transferred to NYCLASS)

Clerk away for August meeting.



Maple Avenue Sidewalk Extension

Thanks to a generous donation from Tribute Garden, the Village was able to contract with Simoncelli Brick & Stone Masonry to extend the sidewalk at the top of Franklin to the Maple Avenue turnaround. Race Septic provided dirt fill & seed to complete the project.

Local Law No 6 of 2024

Enacting 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/2024/07/LL0062024-Amending-Chapter-79-Brush-Grass-and-Weed_7-10-24-Meeting-Packet.pdf

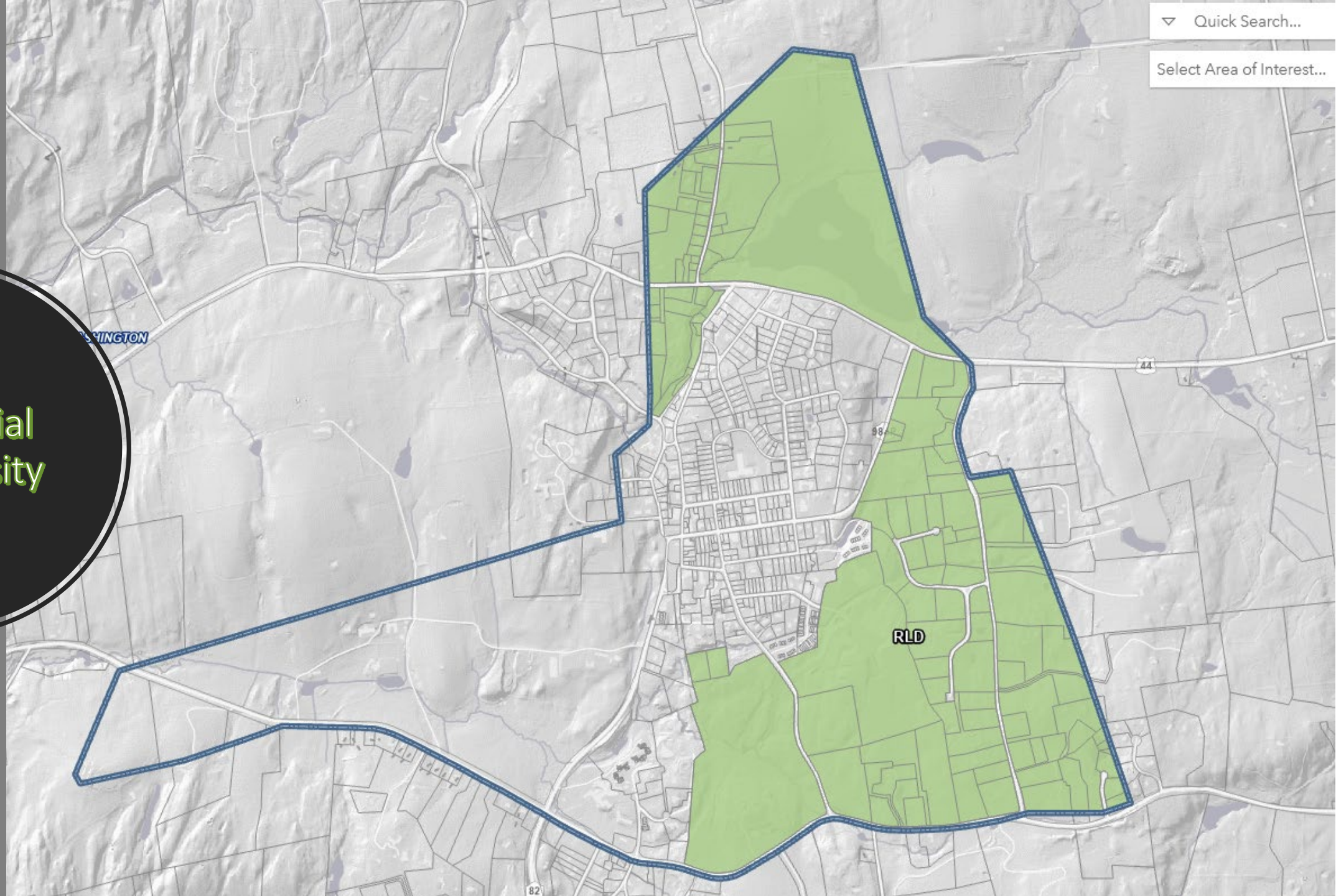
Local Law No 7 of 2024

Introducing Local Law No. 7 of 2024 Imposing a Temporary Six-Month Moratorium on Site Plan, Special Use Permit, Variance and Subdivision Approvals in the RLD Zoning District

Click link to view resolution

<https://villageofmillbrookny.com/wp-content/uploads/2024/07/LL0072024-2-Resolution-of-Introduction-Imposing-Limited-Moratorium-for-RLD-Zoning-District-1.pdf>

RLD-
Residential
Low Density
Zone



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, August 14, 2024 @ 6:00 pm

MEETINGS ARE HELD AT THE
Millbrook Firehouse

20 Front Street, Millbrook
(unless otherwise noted)

Streaming **LIVE** on [YouTube](#)
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