

**VILLAGE OF MILLBROOK- BOARD OF TRUSTEES BUSINESS MEETING
MILLBROOK FIREHOUSE – 20 FRONT STREET**

DATE: 12/11/2024

TIME: 6:00 PM

FACILITATOR: BOARD OF TRUSTEES

IN ATTENDANCE

Mayor Collopy, Deputy Mayor Murphy, Trustee Herzog, Trustee Contino, Trustee Doro, Fire Department Chief Boscardin, FD President Rochfort, Assistant Chief Granger, Scott Osborn (VRI), Police Chief Dworkin, DPW Ethan Kelly, Attorney Mackey, and Clerk Witt

**OPENING OF
MEETING**

Mayor Collopy opened the meeting with the Pledge of Allegiance

**MEETING VIDEO
& PRESENTATION**

[12.11.24 Video](#)

[Presentation](#)

ADMINISTRATIVE BUSINESS

General Announcements: Mayor Collopy thanked both Village employees and residents for the opportunity to have served as mayor for the past four years.

Minutes Approval: Motion made by Trustee Doro to approve the November 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).

Wastewater Treatment Plant Upgrade (WWTP)- Tighe & Bond: Erin Moore, VP of Engineering at Tighe & Bond, gave an update on the \$10M project to upgrade our Wastewater Treatment Plant. Coordinating with NYS's Environmental Facilities Corporation (EFC), which provides funding for the project until it is completed, and NYS DEC she expects the preliminary design completion by February 2025 and the design completion (at which time we will go out to bid) by October 2025. Since EFC will not release funds until approval of the engineering plan, the Village needs to request a 2nd \$300K Bond Anticipation Note (BAN) in the 1st quarter of 2025 to keep the project moving. Clerk to work with Bond Counsel on obtaining bank rates and securing the 2nd \$300K BAN.

DEPARTMENTAL REPORTS

Fire & Rescue – Chief Boscardin read from the attached monthly report. Chief B reported a list of new members that have joined the FD. Motion by Deputy Mayor Murphy to accept the new members, seconded by Trustee Doro and all were in favor. Bingo night to resume the first Friday night in January.

Police – Chief Dworkin read from attached monthly report. Some traffic enforcement concerns from the public were discussed. Chief Dworkin said if any members of the public or Board would like to report any issues with traffic (speeding-parking-etc.) to email him directly. He will start a file to track complaints so he can set up special traffic details.

Ongoing Police Projects: Staffing needs, reporting systems and software updates, vehicles, and Lexipol-Policies and Procedures for Police.

Highway – DPW Supervisor Kelly read highlights from the attached monthly Highway report.

Water & Sewer – S. Osborn: read from attached monthly reports.

Ongoing projects: 'Lead Service Line Inventory'- continuing to send out letters to customers.

Treasurer & Building Dept – Clerk Witt: read from attached monthly reports. Water Treatment Plant (WTP) BAN renewal resolutions- pg. 2.

OLD BUSINESS: (Resolutions on page 2.)

1. Natural Resource Inventory (NRI) Local Law Resolution.
2. Update RLD District Local Law Resolution.

NEW BUSINESS: (None)

RESOLUTIONS (ATTACHED)

Resolution 2024-016: WTP BAN 1 (\$200,000)

(BAN to mature 2027)

Resolution 2024-017: WTP BAN 2 (\$550,000)

(BAN to mature 2026)

LINK: [Resolution 2024-016](#)

LINK: [Resolution 2024-017](#)

Motion to accept Resolution 2024-016 as presented by Roll Call Vote:

Roll Call Vote:

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

Resolution Carried.

Motion to accept Resolution 2024-017 as presented by Roll Call Vote:

Roll Call Vote:

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

Resolution Carried.

RESOLUTIONS CONTINUED (ATTACHED)

Resolution No. LL0092024.2

Enacting Local Law No. 9 of 2024 Adopting the Natural Resources Inventory for the Village of Millbrook

Resolution No. LL0102024.1

Local Law No. 10 of 2024 to update zoning for RLD District

LINK: [Local Law 9 of 2024 NRI](#)

LINK: [Local Law 10 of 2024 RLD Zoning](#)

Motion to open Public Hearing on Local Law 9 of 2024 (NRI) made by Mayor Collopy, seconded by Trustee Doro and all were in favor. No public comments were made.
Motion to close Public Hearing made by Mayor Collopy, seconded by Trustee Doro and all were in favor.
Motion to accept Resolution No. LL0092024.2 as presented by Trustee Herzog, seconded by Trustee Doro

Roll Call Vote:

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

Resolution Carried. Clerk to file Local Law with NYS.

Introducing Local Law Amending the Zoning Map Contained in Section 230-7 and Attachment 3 to Chapter 230 of the Village Code to Alter the Boundaries of the RU Zoning District to Include Eight (8) Parcels Currently Located in the RLD Zoning District

Motion to accept Resolution No. LL0102024.1 as presented by Trustee Herzog, seconded by Trustee Doro

Roll Call Vote:

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

Resolution Carried. Public Hearing Date: 01/08/2025

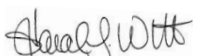
ADJOURNMENT

- Mayor Updates (attached)
- Trustee Updates (attached)
- Public Comment: Members of the community thanked Mayor Collopy, Trustee Herzog, and Trustee Contino for their years of service on the Village Board of Trustees.

Motion to adjourn was made 7:15 p.m. and was passed unanimously.

Next Board Meeting: January 8, 2025, at 6:00 PM- Millbrook Firehouse (20 Front St). Re-Org- January 22, 2025, at 6 PM- Village Hall (35 Merritt Ave)

Respectfully submitted



by Village Clerk - Sarah J. Witt

Mayor and Trustee Farwell Messages- 12.11.24

Mayor Collopy: As this marks the final month of my term as Mayor of the Village of Millbrook, I want to re-iterate what I said at last week's board meeting - that I am filled with a sense of gratitude and pride at what the trustees, employees, volunteers, and residents have accomplished to make Millbrook a better community for us all during these 4 years. Together we improved our financial posture, upgraded our infrastructure, modernized our local laws and enhanced public services for the residents of this village. But there is much left to do, and I am confident that the new administration will continue this important work. Thank you for your support and feedback throughout the process. It has been an honor to serve you as mayor.

Trustee Herzog: I want to express my gratitude to Village residents for giving me the privilege of being your mayor for five months, deputy mayor for a year, and Village Trustee for eleven and a half years. To the full time Village employees and part time municipal officials who helped me carry out my duties, treating me with professionalism, patience and respect, I say "Thank You" because they were essential to any accomplishments associated with my time on the Village Board. I wish the new members starting in 2025 good luck in your efforts on the Village's behalf and say "Thank You" for your service to our beloved community.

Trustee Contino: First, I want to thank the Residents of the Village of Millbrook for allowing me to represent them the last 4 1/2 years. It has been one of the great privileges of my life.

I also want to thank Sarah Witt and Nicole Zeko, our Clerk and Deputy and each of the Department heads. Their knowledge, and commitment to the people of our Village, made me a much better Trustee. We certainly couldn't have drawn down the federal and state funding we did, secured 4 public EV chargers for the Village or updated the Traffic and Litter Codes without their substantial contributions to the effort.

And, Chief Dworkin, I know we leave the completion of the new Police policy manual in very capable hands. It was a pleasure to work with you.

Lastly, I thank the Mayor and each of the Trustees. These are not easy jobs. Your leadership and professionalism made everything I worked on better and makes me very proud to have served on this Board. Happy Holidays!





DECEMBER 2024 | VOLUME 4 ISSUE 12

MAYOR'S MONTHLY

The Village of Millbrook Monthly Newsletter By Mayor Tim Collopy



Mayor Tim Collopy

If you have questions or comments, please contact me at:

845-677-3939 option 5

villageofmillbrookmayor@gmail.com

New Village Board Begins on January 1st

Congratulations to those elected in November to the Millbrook Village Board of Trustees for 4-year terms:

Peter Doro replacing me as mayor along with **Julia Bucklin** and **Shannon Mawson** replacing Mike Herzog and Vicky Contino as trustees. I wish them success in their efforts to improve the village and have offered my assistance to help their transition as needed.



Peter Doro & Family



Julia Bucklin & Shannon Mawson



Vicky Contino, Tim Collopy & Mike Herzog

IN THIS ISSUE

NEW VILLAGE BOARD

VILLAGE SNOW ORDINANCE

PARADE OF LIGHTS EVENT

HOLIDAY DECORATIONS

UPCOMING HOLIDAY EVENTS

MEETING HIGHLIGHTS

FINAL THOUGHTS





SNOW ORDINANCE IS NOW IN EFFECT

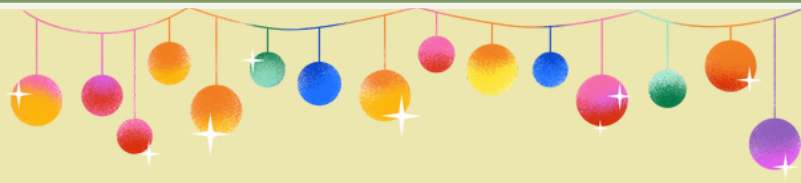
Starting **December 1st** and running **through March 31st** each year, **vehicles must not be parked on village streets between the hours of midnight and 6AM.** This is so the Highway Department can do a complete job of either plowing (if there is snow) or salting (if there is ice) all village roads. Highway Supervisor Ethan Kelly is working with Police Chief Dworkin on an enforcement plan which will include ticketing of vehicles found to be in violation of this ordinance.

A SUCCESSFUL PARADE OF LIGHTS

Congratulations to Co-leaders **Kelly Tomasulo** and **Peggy Mulligan** of the Millbrook Fire Department and thanks to all their volunteers who helped make this year's Parade of Lights such a success. Traffic control and crowd control continued to show year-to-year improvements, and only a few floats violated the "no throwing candy" rule which meant post-parade cleanup was minimal.



Highway Supervisor
Ethan Kelly & Family



HOLIDAY DECORATIONS LOOK GREAT

Once again Millbrook is a destination for locals who want to get into the holiday spirit! Thanks go out to the **Millbrook Business Association, Tribute Garden, the Village Highway Department,** and the many volunteers who helped decorate the village this season along the business district.

UPCOMING HOLIDAY EVENTS

LIGHTING OF THE MENORAH

Sunday, December 29th

4:00 pm

Front of the Thorne Building



The annual lighting of the Menorah is scheduled for December 29th at 4PM in front of the Thorne Building with a ceremony led by Rabbi Hanoch and which will be immediately followed by treats at Babbette's. Everyone is welcome!

NEW YEAR'S EVE MILLBROOK

Tuesday, December 31st

4:00 pm to 7:00 pm

Lyall Community and Grace Churches

On December 31st, the Millbrook Rotary Club and Millbrook Arts Group are co-sponsoring New Year's Eve Millbrook at Lyall Community and Grace Churches from 4PM until 7PM. The event includes live performances, family games and crafts, and refreshments provided by the Millbrook VFW and Crepes Royale.

BINGO

Friday, January 3rd

7:00 pm

Millbrook Firehouse



On January 3rd at 7PM, the Millbrook Fire Department will hold their 1st monthly Bingo night for 2025. Arrive early if you want a parking spot!

DECEMBER BOARD OF TRUSTEES MEETING HIGHLIGHTS

- Erin Moore, VP of Engineering at Tighe & Bond, gave an update on the \$10M project to upgrade our Wastewater Treatment Plant. Coordinating with NYS's Environmental Facilities Corporation (EFC), which provides funding for the project until it is completed, and NYS Department of Environmental Conservation, she expects preliminary design completion by February 2025 and design completion (at which time we will go out to bid) by October 2025. Since EFC will not release funds until approval of the engineering plan, we will need to request a 2nd \$300K Bond Anticipation Note in the 1st quarter of 2025 to keep the project moving.
- Fire Chief Domenic Boscardin reported that an additional 5 residents have joined the volunteer fire and/or rescue squads which bring the total year-to-date of new members to ~12, an incredible job of recruitment! Congratulations and welcome to the new volunteers.
- Trustee Doro introduced a resolution to update our zoning code that will change 8 parcels in the village north of Rt 44 and east of Valley Farm Road from "Residential, Low Density" to "Rural". A public hearing of this proposed change will be held at the January board meeting.
- Trustee Herzog reported that the village's Climate Smart Communities application for bronze certification is ready for preliminary feedback from a Clean Energy Communities coordinator this month before actual submission in January 2025. In support of this application, the Village Board approved officially incorporating our Natural Resources Inventory into our zoning code.

Final Thoughts...



As this marks the final month of my term as Mayor of the Village of Millbrook, I want to re-iterate what I said at last week's board meeting - that I am filled with a sense of gratitude and pride at what the trustees, employees, volunteers, and residents have accomplished to make Millbrook a better community for us all during these 4 years. Together we improved our financial posture, upgraded our infrastructure, modernized our local laws, and enhanced public services for the residents of this village. But there is much left to do and I am confident that the new administration will continue this important work. Thank you for your support and feedback throughout the process. It has been an honor to serve you as mayor.