



Board of Trustees Meeting
April 9, 2025 @ 6:00 pm

PLEASE SILENCE YOUR CELL PHONE

Agenda

Village of Millbrook
Board of Trustees
Wednesday, April 9, 2025
6:00 PM
Millbrook 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

I. OPEN MEETING

- a. Pledge of Allegiance
- b. Roll Call

II. ADMINISTRATIVE BUSINESS

- a. Minutes Approval
- b. Voucher Approval
- c. Jazz Appreciation Month Proclamation- Mayor Doro
- d. Arbor Day Proclamation- Mayor Doro & Trustee Bucklin

III. DEPARTMENT REPORTS

- a. DC Legislature – DC Legislator Houston
- b. Fire & Rescue – Chief Boscardin, President Rochfort
 - i. Fire Pumper Bid
- c. Police – Chief Dworkin
- d. Highway – Deputy Mayor Murphy
 - i. Washington Ave Bids
- e. Water & Sewer – S. Osborn, VRI
- f. Treasurer & Building Dept – Clerk Witt

IV. OLD BUSINESS

V. NEW BUSINESS

- a. Public Hearing – Tax Override (Local Law 2 of 2025)
- b. Public Hearing – 2025/2026 Budget Approval

VI. GENERAL PUBLIC COMMENTS

VII. BOARD MEMBER UPDATES

VIII. EXECUTIVE SESSION

- a. Personnel & Litigation

IX. NEXT BOARD MEETING

- a. Monthly Business Meeting: Wednesday, May 14, 2025, 6:00 pm @ Village Hall

X. ADJOURNMENT

Voucher Totals April 9, 2025

General Fund

\$77,697.38

Water Fund

\$20,087.26

Sewer Fund

\$33,715.33

TOTAL:

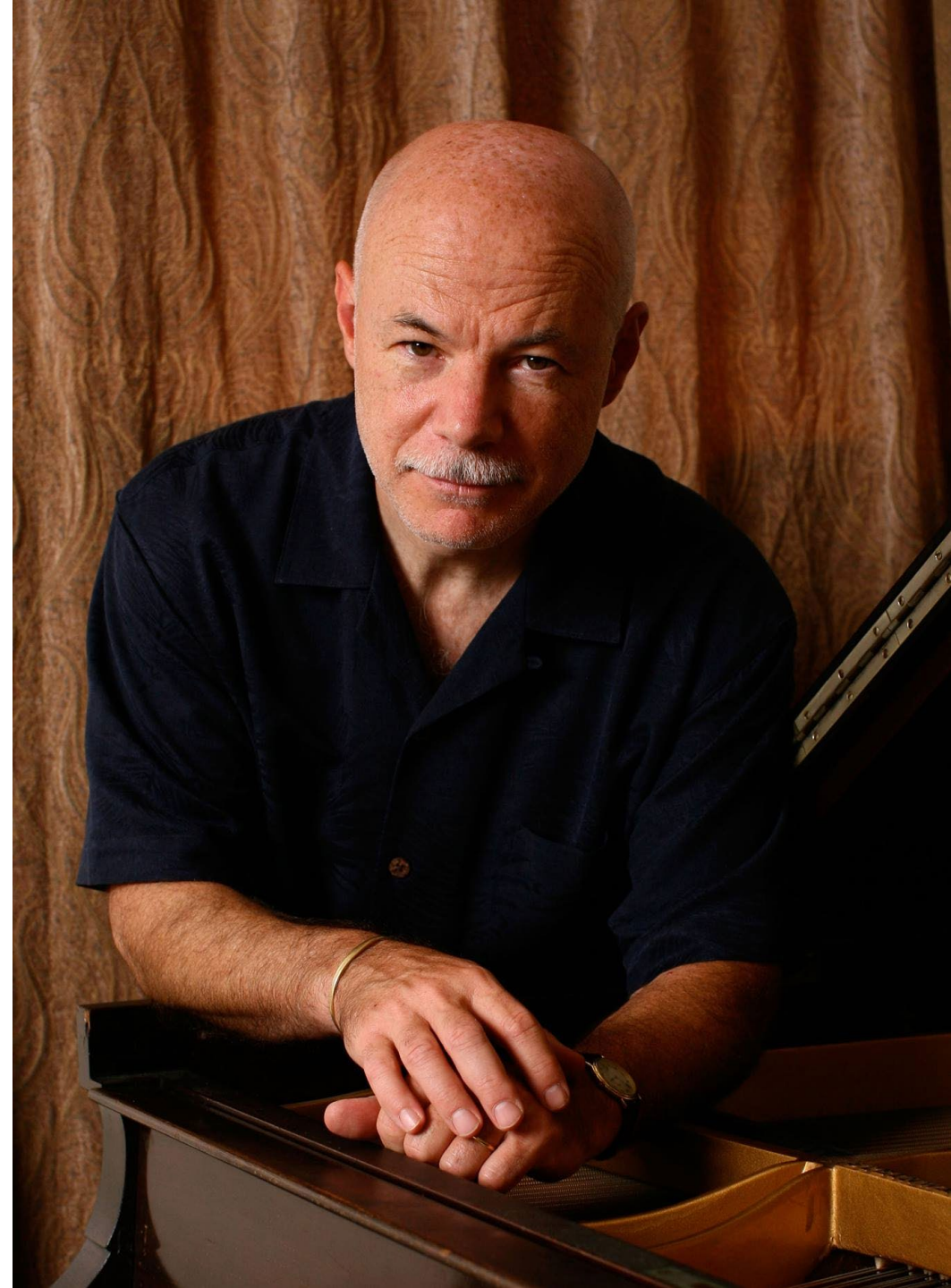
\$131,499.97

PROCLAMATION

Jazz Appreciation Month

Click link to view Proclamation

<https://villageofmillbrookny.com/wp-content/uploads/2025/04/Jazz-Appreciation-Month-April-2025.pdf>



PROCLAMATION

Arbor Day

Click link to view Proclamation

<https://villageofmillbrookny.com/wp-content/uploads/2025/04/VOM-Arbor-Day-Proclamation-2025-with-Signature.pdf>



MILLBROOK FIRE DEPARTMENT

MARCH 2025

69 INCIDENTS REPORTED

Millbrook Fire Dept	
Automatic Fire Alarm	22
EMS Call	41
Motor Vehicle Accident	2
Structure Fires	3
TOTALS:	69

EMS Responses	
NDP (49-79)	40
MFD Ambulance	8
MFD to Hospital	0
MRS Members	22
MFD Members	18

Mutual Aid Given	
Fire	5
NDP	0

Mutual Aid Received	
Fire	0
NDP	2

NOTES:

Monthly drills

- Thermal Imaging Drill
- Extrication

Police Department Report

INCIDENT REPORTS

MONTH REPORTED: MARCH 2025				CALLS FOR SERVICE	217
Alarm Burglar/Fire/Panic	3	Foot Patrol	89	School Check	22
Animal Complaint	2	Juvenile		Security Check	35
Assist Citizen	2	Medical Aided	14	Suspicious Person/Activity	2
Assist Other Agency	1	Motor Vehicle Accident	2	Suspicious Vehicle	
Civil Matter	3	Parking Summons	4	Traffic Enforcement Details	12
Criminal Mischief	3	Motor Vehicle Lockout	1	Vehicle Abandoned	1
Disorderly Conduct		Odor of Gas		Vehicle Stop	4
Disabled Vehicle		Property Check		Vehicle & Traffic Complaint	2
Disturbance/Dispute	1	Property Lost/Found	1	Welfare Check	4
Domestic Incident	3	Records Request		Uniform Traffic Tickets	3
EDP	1	Public Safety	2		
Fire		Road Hazard			

INVESTIGATIONS

Trespass

- Report of subject unlawfully entering local residence – Landlord / Tenant Dispute

Criminal Mischief

- Report of graffiti to exterior door – Victim declines prosecution

Criminal Mischief

- Report of damage to gravestones – Investigation pending

Criminal Mischief

- Report of suspect intentionally damaging interior door of local business – Victim declined prosecution

GRANTS

5 new grant applications filed

- Community Project Funding
- Governor's Traffic Safety Committee (GTSC)



Public Works Monthly Report March 2025

BRUSH PICK-UP: APRIL 1ST – MAY 31ST

PLEASE TAKE NOTICE:

PLEASE SEPARATE ALL BRUSH, LIMBS, LEAVES AND YARD WASTE INTO DIFFERENT PILES FOR PICK UP

- Catch Basin repairs on Elm Dr, Alden Pl, and Maple Ave.
- Spring Clean ups on all Village properties
- Opened the tennis courts
- Repaired plow damage throughout the village
- Finished the mounting brackets for the drag box for blacktop on the 2021 International

- Took all the sanders and plows off the trucks, greased and oiled all the flight chains to prevent rust and stored them away until next winter
- Fixed a washout along the shoulder of the road at 55 Nine Partners with Item 4
- Fixed the ruts and potholes on Johnson Ln. with Item 4
- Patched potholes on Front St, Church St, Weatherford Ln. and Linden Ln.
- Performed maintenance (oil change, brake pads and rotors) on MPD 251
- Started brush pick up
- Performed maintenance on all lawn equipment to get them ready for the mowing season

Monthly Water Report

March 2025

	March	February	January
Total Water Produced	5,141,440	5,160,865	5,436,660
Average Daily Flow	165,853	184,300	175,400
Peak Day Flow	221,205	216,990	280,580

Sampling Results:

	March	February	January
Total Coliform	Absent	Absent	Absent

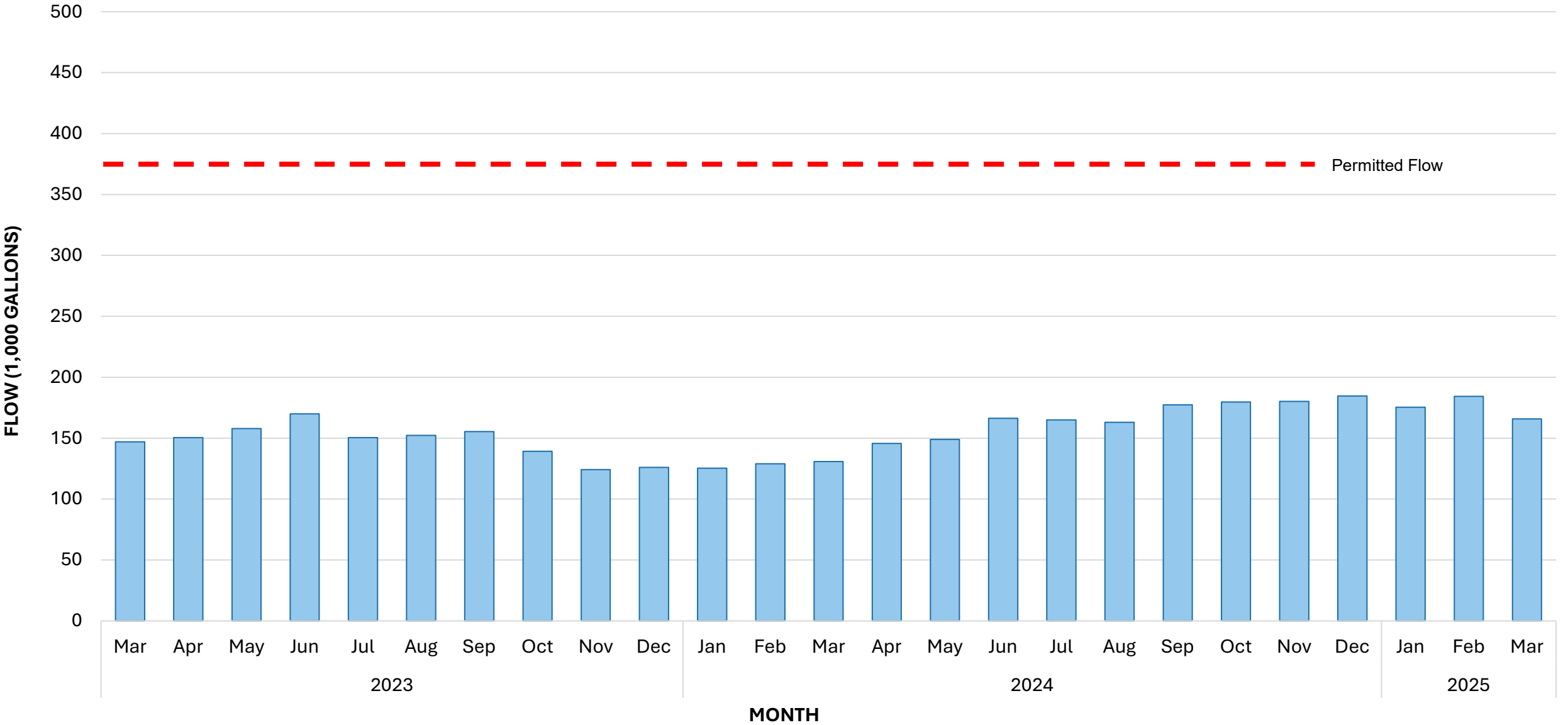
* Results not in compliance

Comments:

1. Performed all routine sampling and maintenance
2. Water leak on service line for Thornedale Farm - repaired by owner
3. Kinsley serviced generator
4. Read all water meters

Millbrook Water

Average Daily Flow



Monthly Sewer Report

March 2025

	March	February	January	Permit Limit
Total Effluent Flow	6,036,090	4,029,070	5,126,050	n/a
Average Daily Flow	194,710	143,895	165,360	n/a
12-Month Rolling AVG	140,000	147,000	148,000	250,000
Peak Daily Flow	297,710	191,790	254,500	n/a
Precipitation (<i>in. as liquid</i>)	4.2"	1.9"	1.7"	n/a

SPDES Permit Samples: (mg/l)

	March	February	January	Permit Limit
BOD	2 mg/l	2.2 mg/l	2.2 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	0.1 mg/l	0.13 mg/l	0.1 mg/l	8 mg/l
Fecal Coliform	N/A	N/A	N/A	200/100 ml

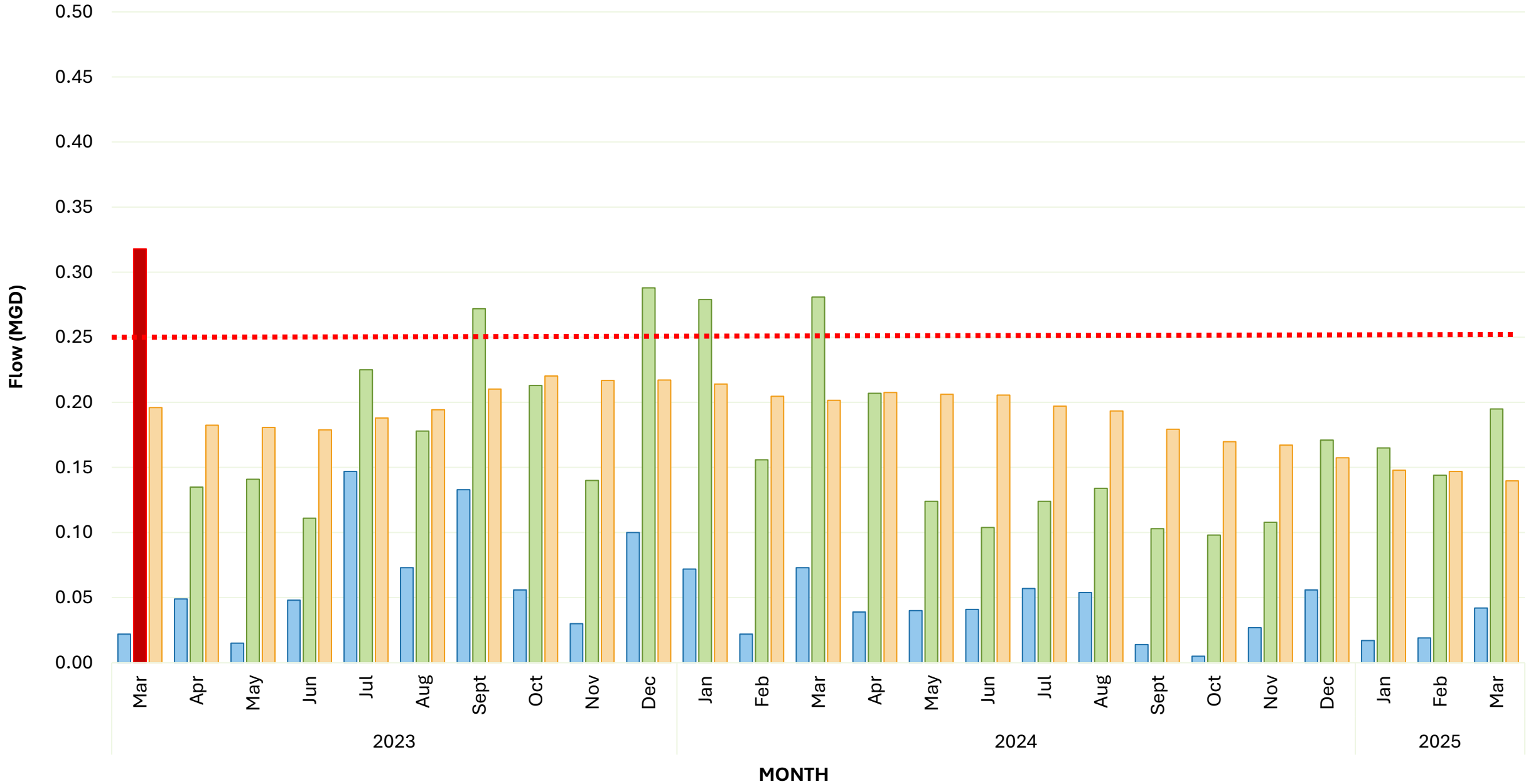
* Exceeds permit limit

Comments:

1. Performed all routine sampling and maintenance
2. EarthCare hauled sludge
3. Bennett PS generator - faulty wiring repaired for battery charger
4. Fire extinguishers serviced
5. Repaired broken wire on pump controls for influent pumps

Millbrook WWTP

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



Building Department Report: March 2025

Building Permits Issued	4
Sign Permit	0
Certificate of Use	0
Certificate of Occupancy	0
Certificate of Compliance	1
Municipal Searches	1
Short Term Rental App	2
Fire Inspection (not STR)	1
Total Fees Collected	\$3748.08

Planning & Zoning

- March meeting was cancelled- lack of agenda items.

Short Term Rentals (STR):

- 2 New Applicants applied- applications are in review

Treasurer’s Report: Bank Balances - March 2025

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
TAX ACCOUNT	0.76	0.00	0.00	0.00	347.99	0.76	0.76
GENERAL FUND	344,496.56	893,013.74	1,110,865.72	68.04	156.73	108.09	126,712.62
WATER FUND	116,836.39	4,417.33	16,556.10	21.80	224.30	58.51	104,719.42
SEWER FUND	113,760.86	1,430.92	27,627.95	19.44	216.61	64.11	87,583.27
ACCOUNTS PAYABLE	7,751.20	241,905.22	248,269.27	0.00	0.00	0.00	1,387.15
BENNETT PUMP STATION	10,684.12	0.00	10,000.00	1.18	58.43	5.64	685.30
ESCROW (PLANNING & ZONING)	4,667.73	0.00	0.00	0.00	0.00	0.00	4,667.73
HNL TRUST	9,085.67	0.00	0.00	1.45	19.58	4.48	9,087.12
MEDICAL DEDUCTIBLE	15,927.29	0.00	5,502.39	0.00	0.00	0.00	10,424.90
MILLBROOK RESTORATION	0.00	0.00	0.00	0.00	1.09	0.00	0.00
GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PAYROLL ACCOUNT	12,804.85	51,078.05	51,076.16	0.00	0.00	0.00	12,806.74
POLICE VEHICLE FUND	1,728.24	0.00	0.00	0.00	0.00	0.00	1,728.24
RESERVE FOR FIRE TRUCK	1,685.90	0.00	0.00	0.27	5.19	3.23	1,686.17
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
VEHICLES & EQUIPMENT	13,239.77	0.00	13,239.77	1.00	34.77	6.82	1.00
WWTP UPGRADE	490,016.05	0.00	460,432.72	139.73	730.83	482.48	29,723.06
SIDEWALKS	18,669.38	0.00	0.00	3.71	25.47	11.60	18,673.09
TENNIS COURTS	303.33	0.00	0.00	0.06	0.62	0.18	303.39
THORNE TRUST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TREE REPLACEMENT PROGRAM	0.00	0.00	0.00	0.00	1.18	0.00	0.00
TRIBUTE GARDEN DONATIONS	14,891.38	0.00	0.00	2.96	30.77	9.18	14,894.34
TOTAL	1,176,549.48	1,191,845.26	1,943,570.08	259.64	1,853.56	755.08	425,084.30

Treasurer’s Report: NYCLASS Balances - March 2025

Average Monthly Yield: 4.1898%

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
RESERVE FOR FIRE TRUCK	456,941.00	0.00	0.00	1,628.77	14,959.11	4,304.82	458,569.77
TAX ACCOUNT	161,441.61	534,225.00	4,000.00	879.47	26,505.77	3,529.14	692,546.08
WATER FUND	10,628.22	0.00	0.00	37.89	408.25	110.49	10,666.11
SEWER FUND	52,012.41	0.00	0.00	185.42	1,997.65	540.46	52,197.83
FEMA	554.18	0.00	0.00	1.91	310.59	5.56	556.09
BENNETT PUMP STATION	220,115.31	10,000.00	0.00	799.51	8,928.89	2,302.07	230,914.82
TENNIS COURT RESERVE	52.53	4,000.00	0.00	2.08	17.45	2.57	4,054.61
WWTP UPGRADE	0.00	400,000.00	0.00	229.01	229.01	229.01	400,229.01
TOTAL	1,073,607.05	75,000.00	250,000.00	3,138.21	49,592.66	7,260.06	1,849,734.32

Total Balances - March 2025

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
BANK OF MILLBROOK	1,176,549.48	1,191,845.26	1,943,570.08	259.64	1,853.56	755.08	425,084.30
NYCLASS	1,073,607.05	75,000.00	250,000.00	3,138.21	49,592.66	7,260.06	1,849,734.32
TOTAL	\$2,250,156.53	\$1,266,845.26	\$2,193,570.08	\$3,397.85	\$51,446.22	\$8,015.14	\$2,274,818.62

Clerk/Treasurer Highlights

- 25/26 Budget- Thanks to the Board, Department Heads, Deputy Clerk Zeko, Senior Acct. Clerk McLaughlin, TOW Board, and Tim Collopy for all the hard work that was put in to executing the 25/26 Budget
- Submitted annual ARPA report (2025 last year to report)- Retaining Wall Project

Public Hearing Local Law 2 of 2025

Local Law No. 2 of the year 2025

A local law authorizing a property tax levy in excess of the limit established in General Municipal Law §3-c

Click link to view Local Law

[https://villageofmillbrookny.com/wp-content/uploads/2025/04/Tax Cap Override Local Law for 2025.pdf](https://villageofmillbrookny.com/wp-content/uploads/2025/04/Tax_Cap_Override_Local_Law_for_2025.pdf)

Board of Trustee Updates

Mayor Peter Doro

Deputy Mayor Patrick Murphy

Trustee Shannon Mawson

Trustee Julia Bucklin

Trustee Elizabeth Socci





MEETINGS ARE NOW AT THE

Village Hall

35 Merritt Ave, Millbrook
(unless otherwise noted)

Streaming **LIVE** on [YouTube](#)
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Next Board of Trustees Meeting:

Monthly Business Meeting @ Village Hall

Wednesday, May 14, 2025 @ 6:00 pm