

VILLAGE OF MILLBROOK- BOARD OF TRUSTEES BUSINESS MEETING
MILLBROOK VILLAGE HALL- 35 MERRITT AVE

DATE: 05/14/2025

TIME: 6:00 PM

FACILITATOR: BOARD OF TRUSTEES

IN ATTENDANCE

Mayor Doro, Deputy Mayor Murphy, Trustee Bucklin, Trustee Mawson, Trustee Socci, FD Chief Boscardin, Assistant Chief Granger, FD President Rochfort, Scott Osborn (VRI), Police Chief Dworkin, DPW Supervisor Kelly, Attorney Mackey and Clerk Witt

OPENING OF MEETING

Mayor Doro opened the meeting with the Pledge of Allegiance

MEETING VIDEO & PRESENTATION

[MEETING VIDEO](#)

[PRESENTATION](#)

ADMINISTRATIVE BUSINESS:

Minutes Approval: Motion made by Trustee Bucklin to accept the minutes of the April meeting, seconded by Deputy Mayor Murphy and all were in favor.

Voucher Approval: Motion made by Deputy Mayor Murphy to accept the Voucher fund totals as presented, seconded by Trustee Mawson and all were in favor (attached in presentation).

Agenda Items: (No additional Agenda items to report)

DEPARTMENTAL REPORTS:

Fire & Rescue – Chief Boscardin read from the attached monthly report. FD President Rochfort reported the location of the Fire Carnival has been moved from St. Joseph's school to the Thorne Building. Dates remain the same, July 9th- July 12th. Trustee Mawson asked Chief B. how someone can donate to the FD. He said donations can be sent directly to the FD and mailed to PO Box 202- Millbrook.

Police – Chief Dworkin read from attached monthly report.

Highway –DPW Kelly read from the attached monthly report. Will be working with Mayor and Attorney Mackey on changing the alleyways into Village roadways. Washington Ave scheduled to be paved in July.

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

Treasurer & Building Dept – Clerk Witt: read from attached monthly reports. Motion made by Trustee Bucklin to accept the updated Building Dept. Fees (attached in presentation), seconded by Deputy Mayor Murphy and all were in favor.

OLD BUSINESS:

None.

NEW BUSINESS:

Mayor Doro reported that after a meeting was had with the Department of Transportation (DOT) concerning truck traffic through the Village, it was determined an Inter-Municipal Agreement (IMA) with Town of Washington would need to be executed. Attorney Mackey to draw up IMA for the Board's approval.

BOARD MEMBER UPDATES & PUBLIC COMMENTS:

- Public Comment: none.
- Mayoral Update:
 - STR Request: Received a request from a 2nd year STR host to reduce 2nd year fee due to a renovation project- the listing will not be available for the duration of the renovation. After discussion, the Board agreed to cut the fee in half as long as the applicant pays the fee and passes the fire inspection.
 - Retirees Medical Insurance: The board discussed potential changes to retirement benefits, considering health insurance premium payments in lieu of a lump-sum benefit time payout. This change can potentially alleviate immediate budget impacts while providing ongoing support for retired employees until they reach Medicare eligibility. The topic will be revisited at a later date. Legal considerations regarding current employee handbooks and policies were also discussed, with plans for updates to ensure compliance and clarity.

- Trustee Updates:

- Trustee Bucklin: The Shade Tree Committee discussed the successful Arbor Day event and plans for tree removals and replacements in the village. The committee alongside PWS Kelly have identified eight trees for removal due to safety concerns and will bid out for the tree work. Of the budgeted \$4800 in the Shade Tree line, half of that will be spent on replacing two trees. Also looking into backyard composting initiatives to support climate smart community goals.
- Trustee Mawson: Climate Smart Communities (CSC)- working on getting an electrician to assess changing the Village Hall lighting to LED which would get the Village closer to a bronze level. No plans for a CSC meeting, but one will need to be scheduled.
- Trustee Socci: Working on Hazard Mitigation Plan.

Executive Session (Personnel) and Adjournment:

Executive Session- Personnel: *Motion* made by Mayor Doro to enter into Executive Session (7:10 PM), seconded by Deputy Mayor Murphy and all were in favor. No action was taken during Executive Session.
Motion to exit Executive Session and adjourn the meeting (7:31 PM) made by Mayor Doro, seconded by Trustee Mawson and all were in favor.

Next Board Meeting: Regular meeting: June 11, 2025 – 6PM- Village Hall (35 Merritt Ave)

Respectfully submitted,



Sarah J. Witt
Village Clerk