



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

PLEASE SILENCE YOUR CELL PHONE

Agenda

Village of Millbrook
Board of Trustees
Wednesday, July 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. 2024-2025 Budget Adjustments Approval

III. DEPARTMENT REPORTS

- a. DC Legislature – DC Legislator Houston
- b. Fire & Rescue – Chief Boscardin, President Rochfort
- c. Police – Chief Dworkin
- d. Highway – Deputy Mayor Murphy
- e. Water & Sewer – S. Osborn, VRI
- f. Treasurer & Building Dept – Clerk Witt
 - a. Year End Wrap Up – Sr. Account Clerk McLaughlin

IV. OLD BUSINESS

V. NEW BUSINESS

VI. GENERAL PUBLIC COMMENTS

VII. BOARD MEMBER UPDATES

- a. Mayor
- b. Trustee Updates

VIII. EXECUTIVE SESSION

IX. NEXT BOARD MEETING

- a. Monthly Business Meeting: Wednesday, September 10, 2025, 6:00 pm @ Village Hall
- b. PLEASE NOTE: AUGUST MEETING CANCELLED**

X. ADJOURNMENT

Voucher Totals	24-25 FY	25-26 FY
General Fund	\$6,585.42	\$222,325.85
WWTP Upgrade		\$11,600.00
Water Fund		\$29,148.67
Sewer Fund	\$3,017.35	\$33,327.66
TOTAL:	\$9,602.77	\$296,789.68

NOTES:

MILLBROOK FIRE DEPARTMENT

JUNE 2025

XX INCIDENTS REPORTED

Millbrook Fire Dept
Automatic Fire Alarm
EMS Call
Motor Vehicle Accident
Brush Fire
Odor of Gas
Construction Falls
CO
Traffic to Assist NYSP
TOTALS:

EMS Responses
NDP (49-79)
MFD Ambulance
MFD to Hospital
MRS Members
MFD Members
Mutual Aid Given
Fire
NDP
Mutual Aid Received
Fire
NDP

NOTES:

Monthly drills

-

Police Department Report

INCIDENT REPORTS

MONTH REPORTED: JUNE 2025				CALLS FOR SERVICE	168
911 Hangup		Harassment		Road Hazard	
Alarm Burglar/Fire/Panic	1	Juvenile		School Check	5
Animal Complaint	1	Lockout		Security Check	
Assist Citizen		Medical Aided	2	Suspicious Person/Activity	2
Assist Other Agency		Missing Person		Suspicious Vehicle	
Civil Matter		Motor Vehicle Accident	2	Traffic Complaint	
Criminal Mischief		Motor Vehicle/Residential Lockout	1	Traffic Enforcement Details	11
Disabled Vehicle		Noise Complaint		Unattended Death	
Disorderly Conduct		Odor of Gas		Uniform Traffic Tickets	4
Disturbance/Dispute	1	Order of Protection		Vehicle & Traffic Complaint	3
Domestic Incident		Parking Summons	10	Vehicle Abandoned	
EDP		Property Check	57	Vehicle Stop	9
Fire	2	Property Lost/Found	1	Village Event	
Foot Patrol	49	Public Safety	1	Welfare Check	
Forgery /Fraud		Records Request	4	Road Hazard	

INVESTIGATIONS

Hit & Run MVA

- Case closed, lack of evidence

Adult Arrest

- VTL Criminal Offense

Property Damage

- Hit & Run MV damage to building
- Closed by investigation, restitution made to victim/owner

Larceny of Bicycle

- Located returned to owner/victim
- Victim declined to prosecute

Criminal Mischief

- Damage to property
- Case closed, lack of evidence

Trespass

- Complaint of unknown subjects on private property
- Officers notified to patrol residence

Trespass

- Report of possible homeless person on private property
- Check of the area, subject gone on arrival



Public Works Monthly Report June 2025

- Mowed all Village owned properties
- Finished painting the No Parking Curbs
- Finished Brush pick up throughout the Village
- Drag Boxed Booth Ct. with 16 tons of blacktop
- Patched Alden Pl, Church St, Weatherford Ln and Elm Dr.
- Shared Services supplied by Dutchess County DPW for cleaning catch basins
 - Sucked out and cleaned 40 basins
 - Setting up another date for the fall for the county to come back and finish the Village.
- Fixed and repaired 2 major sinkholes on Maple Ave and Haight Ave, that were caused by rotted drainage pipe.
- Trimmed the Trees on Franklin Ave, Maple Ln, Friendly Ln, Merrit Ave, The Tennis courts, Village Hall, and Church St.
- Repaired Side walks on Franklin Ave. up by the Thorn Building.
- Preformed maintenance on the 2019 and 2015 F-550

- Wrote and sent out the Tree Removal Bids with Trustee Bucklin
- **Summer Brush Pick up dates, July 14th, August 11th, and September 8th**

NO PARKING AND NO THRU TRAFFIC ON WASHINGTON AVE ON JULY 21st

due to Road Construction, Milling will be done on July 21st, and the Paving date will be TBD by next week the same no parking and no thru traffic will be enforced once date is determined. The Highway Supervisor met face to face with all business owners to explain the situation.



Maple Ave:
Sink Hole



Maple Ave:
Sink Hole



Haight Ave



Booth
Court



Jet Vactor for
Cleaning
Basins with
Dutchess
County DPW

Monthly Water Report

June 2025

	June	May	April
Total Water Produced	5,246,620	5,139,110	4,801,280
Average Daily Flow	174,880	165,778	160,043
Peak Day Flow	248,940	224,770	221,650

Sampling Results:

	June	May	April
Total Coliform	Absent	Absent	Absent

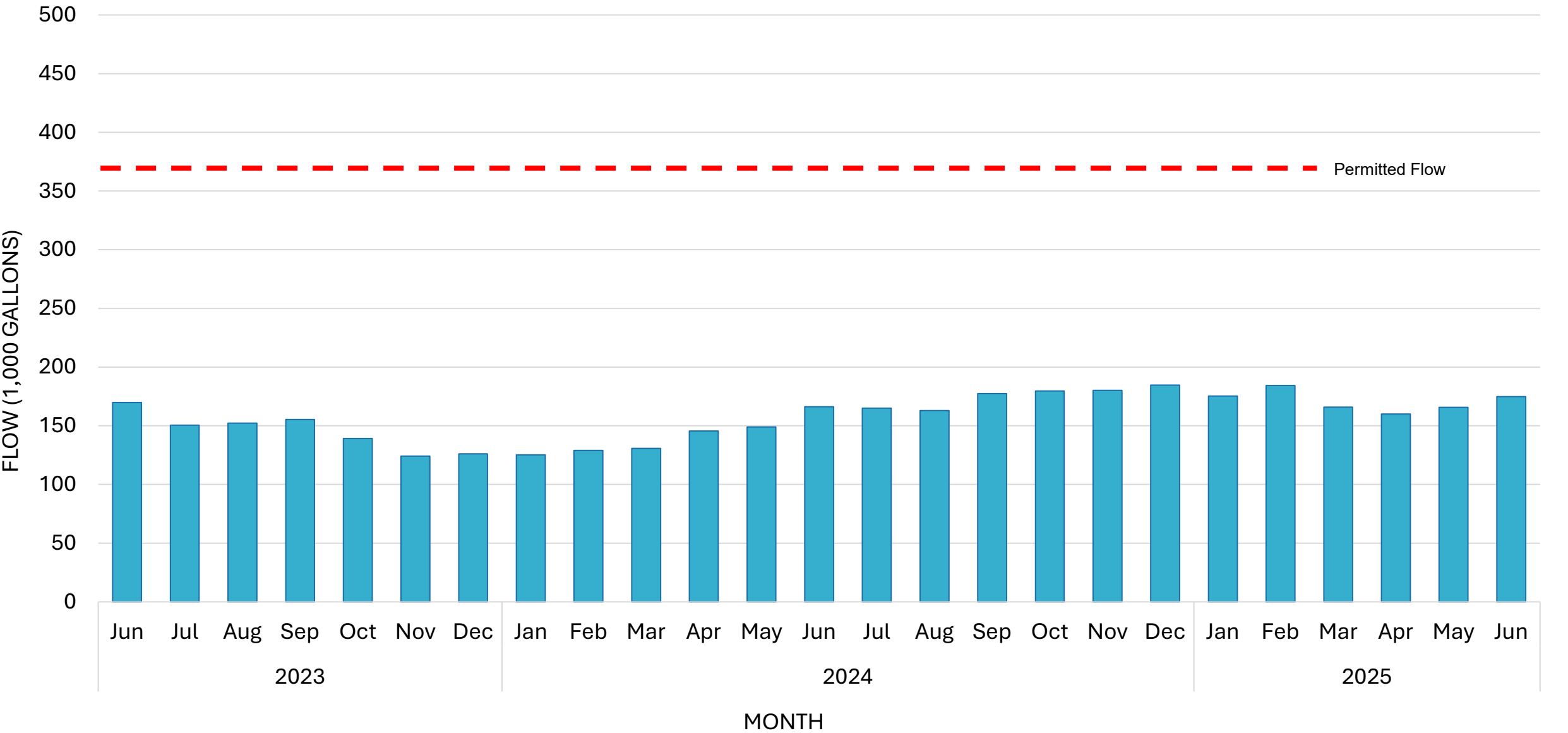
* Results not in compliance

Comments:

1. Performed all routine sampling and maintenance
2. Service Line leak 6 Ciferri Dr - repaired by owner
3. Read all water meters

Millbrook Water

Average Daily Flow



Monthly Sewer Report

June 2025

	June	May	April	Permit Limit
Total Effluent Flow	5,064,110	7,982,300	5,687,270	n/a
Average Daily Flow	168,800	257,495	189,575	n/a
12-Month Rolling AVG	155,000	149,000	138,000	250,000
Peak Daily Flow	253,810	794,065	242,540	n/a
Precipitation (<i>in. as liquid</i>)	3.2"	8.9"	3.4"	n/a

SPDES Permit Samples: (mg/l)

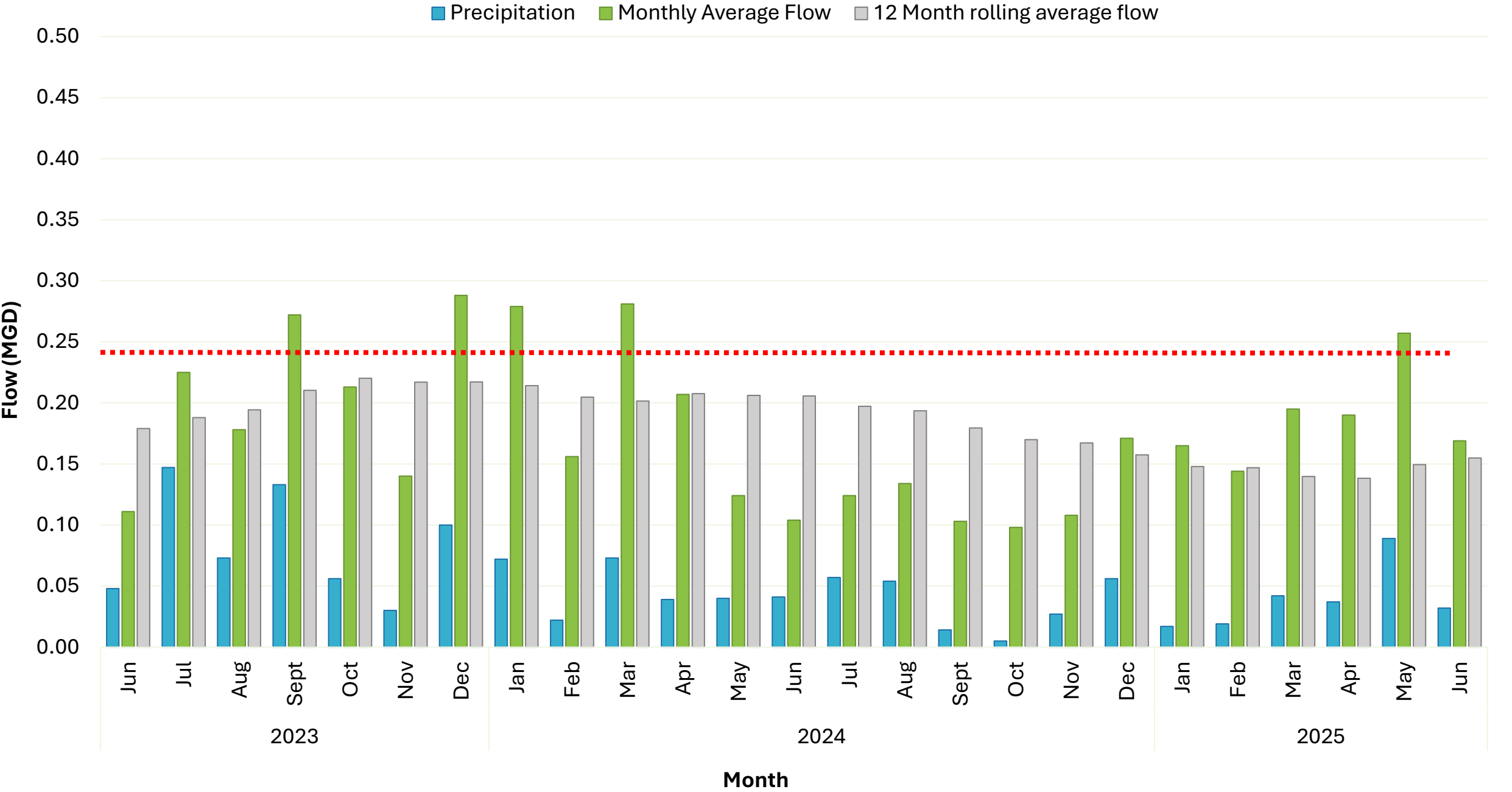
	June	May	April	Permit Limit
BOD	2 mg/l	17 mg/l	2 mg/l	15 mg/l
Percent Removal	99 %	80 %	97 %	85%
Total Suspended Solids	2 mg/l	14 mg/l	2 mg/l	15 mg/l
Percent Removal	99 %	82 %	99 %	85%
TKN as N	0.05 mg/l	0.05 mg/l	0.07 mg/l	5 mg/l
Fecal Coliform	2/100 ml	79/100ml	N/A	200/100 ml

* Exceeds permit limit

Comments:

1. Performed all routine sampling and maintenance
2. EarthCare hauled sludge
3. Kinsley Power serviced generator
4. Repaired sewer lateral for 28 Merritt Ave
5. Cleaned filter beds

Millbrook WWTP



Building Department Report: June 2025

Building Permits Issued	6
Sign Permit	0
Certificate of Use	0
Certificate of Occupancy	0
Certificate of Compliance	1
Municipal Searches	1
Short Term Rental App	1
Fire Inspection (not STR)	0
Total Fees Collected	19,259.28*

- \$10K of the BPs are for a new house build
- \$5K for Reardon Briggs project

Planning & Zoning

- PB: Public Hearing set for July 14 for a lot line adjustment

Short Term Rentals (STR):

- Justin working on renewals- 3 completed

Treasurer’s Report: Bank Balances - June 2025

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
TAX ACCOUNT	0.00	1,033,521.78	266,280.82	71.06	71.06	71.82	767,312.02
GENERAL FUND	15,924.77	337,718.74	320,881.39	4.07	4.07	131.09	32,766.19
WATER FUND	156,263.24	8,469.74	40,433.51	27.18	27.18	139.29	124,326.65
SEWER FUND	71,625.12	12,869.22	59,652.06	7.59	7.59	104.51	24,849.87
ACCOUNTS PAYABLE	35,103.34	258,148.53	279,201.92	0.00	0.00	0.00	14,049.95
BENNETT PUMP STATION	0.00	50,700.31	20.00	0.00	0.00	5.64	50,680.31
ESCROW (PB & ZBA)	8,667.73	0.00	0.00	0.00	0.00	0.00	8,667.73
HNL TRUST	9,090.21	0.00	0.00	1.44	1.44	9.01	9,091.65
MEDICAL DEDUCTIBLE	1,202.92	20,000.00	861.77	0.00	0.00	0.00	20,341.15
GRANTS	0.00	102,375.75	0.00	3.50	3.50	3.50	102,379.25
PAYROLL ACCOUNT	11,946.51	43,701.29	43,701.29	0.00	0.00	0.00	11,946.51
POLICE VEHICLE FUND	1,728.24	0.00	0.00	0.00	0.00	0.00	1,728.24
RESERVE FOR FIRE TRUCK	1,686.74	0.00	0.00	0.00	0.00	3.80	1,686.74
VEHICLES & EQUIPMENT	1.00	0.00	0.00	0.00	0.00	6.82	1.00
WWTP UPGRADE	27,172.10	45,000.00	39,337.42	4.88	4.88	497.20	32,839.56
SIDEWALKS	18,681.02	0.00	0.00	3.72	3.72	23.25	18,684.74
TENNIS COURTS	303.52	0.00	0.00	0.06	0.06	0.37	303.58
TRIBUTE GARDEN DONATIONS	14,900.67	0.00	2,782.00	2.67	2.67	18.18	12,121.34
TOTAL	374,297.13	1,912,505.36	1,053,152.18	126.17	126.17	1,014.48	1,233,776.48

Treasurer’s Report: NYCLASS Balances - June 2025

Average Monthly Yield: 4.1371%

	Beginning Balance	Contributions	Withdrawls	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
FIRE TRUCK RESERVE	461,765.39	0.00	0.00	1,572.85	1,572.85	9,073.29	463,338.24
TAX ACCOUNT	503,758.01	0.00	0.00	1,715.90	1,715.90	9,706.97	505,473.91
WATER FUND	10,740.47	0.00	0.00	36.60	36.60	221.45	10,777.07
SEWER FUND	52,561.58	0.00	0.00	179.04	179.04	1,083.25	52,740.62
FEMA	559.84	0.00	0.00	1.85	1.85	11.16	561.69
BENNETT PUMP STATION	26.53	0.00	0.00	0.05	0.05	3,041.21	26.58
TENNIS COURT RESERVE	4,082.78	0.00	0.00	13.88	13.88	44.62	4,096.66
WWTP UPGRADE	403,018.03	0.00	45,000.00	1,280.82	1,280.82	4,298.85	359,298.85
TOTAL	1,436,512.63	0.00	45,000.00	4,800.99	4,800.99	27,480.80	1,396,313.62

Total Balances - June 2025

	Beginning Balance	Contributions	Withdrawls	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
BANK OF MILLBROOK	374,297.13	1,912,505.36	1,053,152.18	126.17	126.17	1,014.48	1,233,776.48
NYCLASS	1,436,512.63	0.00	45,000.00	4,800.99	4,800.99	27,480.80	1,396,313.62
TOTAL	1,810,809.76	1,912,505.36	1,098,152.18	4,927.16	4,927.16	28,495.28	2,630,090.10

Clerk/Treasurer Highlights

- Received the remaining \$50,000 from DASNY
- Working on AFR with Karen- 24/25 is *OFFICIALLY* Closed- absolutely no invoices will be charged to 24/25
- In the Month of June Taxes Collected: \$1,030,351.90
- Mailed out SBA invoices to TOW residents- includes the BPS Bond amount.

ANNUAL FINANCIAL SNAPSHOT 2024/2025

June 1, 2024 – May 31, 2025

Click link to view

<https://villageofmillbrookny.com/wp-content/uploads/2025/07/Millbrook-Year-End-24-25.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](#)
[SUBSCRIBE NOW!](#)

Next Board of Trustees Meeting:

Monthly Business Meeting @ Village Hall

Wednesday, September 10, 2025 @ 6:00 pm

**AUGUST MEETING IS
CANCELLED**