

Village of Millbrook- Board of Trustees Business Meeting Minutes

Millbrook Village Hall- 35 Merritt Ave

Date: 09/10/2025	Time: 6:00 PM	Video Link	Presentation
<i>Roll Call:</i> Mayor Doro, Deputy Mayor Murphy, Trustee Bucklin, Trustee Mawson, Trustee Socci, FD Chief Boscardin, FD President Rochfort, Police Chief Dworkin, Scott Osborn (VRI), DPW Supervisor Kelly, Attorney Mackey, and Clerk Witt.		<i>Call to Order:</i> Mayor Doro opened the meeting with the Pledge of Allegiance and a moment of silence for the commemoration of September 11 th .	

Administrative Business	<i>Minutes Approval:</i> July Minutes approved by Deputy Mayor Murphy seconded by Trustee Socci- All voted in favor. <i>Voucher Approval:</i> August and September Vouchers approved by Deputy Mayor Murphy seconded by Trustee Socci- All voted in favor.
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Departmental Reports	<i>Located in the presentation. Read by Department Head for the record.</i>
<i>Fire & Rescue:</i>	Six new members have joined the FD. Annual carnival went well and made a profit of about \$11,000. Thanked the community for all the support.
<i>Police:</i>	Board to review, approve and adopt first round of Police Policies at 10/8 meeting. Members of the public raised concerns about speeding throughout areas of the Village. Chief Dworkin instructed people to contact him directly via email with the areas of concern and he will set up a speed study.
<i>Public Works (HWY):</i>	Read the attached monthly departmental report.
<i>Water & Sewer:</i>	Read the attached monthly departmental report.
<i>Building & Planning:</i>	Read the attached monthly departmental report.
<i>Treasurer & Clerks:</i>	Board discussed raising the procurement amounts from \$500 to \$1,500. Clerk to update amounts for approval at 10/8 meeting.

Resolutions (Recorded by Roll Call Vote- Aye/Nay/Abstain/Absent)							Motion Carried
Resolution	Subject	Doro	Murphy	Bucklin	Mawson	Socci	
2025-007	Authorizing village clerk/treasurer to use a separate bank account to accept money for the purchase and maintenance of military banners.	<i>Motion</i>				<i>Second</i>	Yes
		Aye	Aye	Abstain	Abstain	Aye	
2025-008	Tax mailing reminder fee adjustment from \$1.00 to \$2.00.		<i>Motion</i>		<i>Second</i>		Yes
		Aye	Aye	Aye	Aye	Aye	
LL0032025.1	Introducing Local Law No. 3 of 2025 Amending Section 220-56 of the Village Code Entitled "Vehicles and Traffic Schedule XXIV: Handicap Parking" to add one (1) additional Handicap Parking space. Public Hearing 10/08.		<i>Motion</i>	<i>Second</i>			Yes
		Aye	Aye	Aye	Aye	Aye	

New and Unfinished Business

Military Banners Program	A lengthy discussion ensued regarding the proposed "Hometown Heroes" military banner program. Mayor Doro stated the Village was awarded a \$5,000 microgrant from the County and an additional \$1,000 donation from a private citizen. The program will be inclusive, aiming to honor both living and deceased veterans. The banners will be displayed on traditional utility poles outside the business district. Current plan is to display the banners Memorial Day to Veterans Day and remove them for the winter to prevent weather damage (work to be done by the Village DPW). Maintenance plans include storing banners to prolong life and replacing faded or damaged banners. A committee will oversee the program, standardize banner design, bracket types, installation procedures, and manage applications. Concerns about visual clutter, traffic distraction, and the scope of the program were raised, emphasizing the need for careful planning and community input. Discussions also included application fees, sunset provisions for banner lifespan and committee oversight and communication. The topic will remain ongoing.
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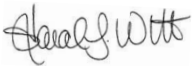
Board Member Updates

Bucklin	The Shade Tree Committee provided updates on tree removals and maintenance. Letters of intent to continue serving were received from current members, and a new volunteer expressed interest in joining. Trustee Bucklin to come up with an advertisement to help publicize for the opportunity to serve.
Mawson	Reported Updates from the Town of Washington included the denial of a septic tank application at the Bennett roundabout, ongoing neighbor disputes regarding pool construction, and unclear mobile home regulations. Climate Smart Community initiatives were discussed, with considerations for joint efforts between the village and town despite existing separate grant applications. The town is also exploring options for the community pool, which is in poor condition and closed early last season.
Murphy	Member of the Committee working on the Town pool project; reported they have only had two meetings and they are currently in the beginning phases of working on a master plan.
Socci	Had nothing new to report.

Public Comment	A resident expressed concern about immigration enforcement agreements within Dutchess County and the importance of protecting immigrant neighbors in the community.
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Adjournment	Time: 7:43 PM	<i>Motion</i> made by Mayor Doro to adjourn the meeting, seconded by Trustee Mawson and all were in favor.
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Respectfully Submitted by:



Village Clerk

Village of Millbrook

VILLAGE OF MILLBROOK BOARD OF TRUSTEES

VILLAGE BOARD RESOLUTION NO.: 2025-007

RE: AUTHORIZING VILLAGE CLERK/TREASURER TO USE A SEPARATE BANK ACCOUNT TO ACCEPT MONEY FOR THE PURCHASE AND MAINTENANCE OF MILITARY BANNERS

WHEREAS, the Village of Millbrook desires to participate in the Military Banners Project ("Project"); and

WHEREAS, the mission of the Project is to place banners honoring veterans, either living or dead, who have served in any branch of the United States Armed Forces; and

WHEREAS, the Project allows families to honor their loved one by sponsoring a banner to be displayed on the utility poles throughout the community, at the cost of \$250 per banner; and

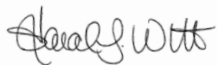
WHEREAS, the money for the banners will be collected by the Village Clerk/Treasurer and deposited in a separate bank account for the purpose of the purchasing and maintenance of the sponsored banners; and

WHEREAS, the Village is authorized to accept \$5,000 through the 2025 Veterans Microgrant Program; and now, therefore, be it

RESOLVED, that the Village of Millbrook hereby authorizes the Village Clerk/Treasurer to collect and deposit in a separate bank account the fee of \$250 from each person who wishes to sponsor a banner for the Military Banners Project.

Moved By: Mayor Doro
Seconded: Trustee Socci

Certified by:



Sarah J. Witt
Village Clerk
09.10. 2025

	Roll Call Vote			
	Aye	Nay	Abstain	Absent
Mayor Doro	X			
Deputy Mayor Murphy	X			
Trustee Bucklin			X	
Trustee Mawson			X	
Trustee Socci	X			

**RESOLUTION NO. 2025-008- A RESOLUTION AMENDING THE FEE SCHEDULE OF THE
VILLAGE OF MILLBROOK TAX COLLECTOR**

WHEREAS, the Village Board of Trustees of the Village of Millbrook has the authority to set reasonable fees for services provided by its various departments; and

WHEREAS, the Village of Millbrook has determined that an adjustment to the fee for mailing duplicate property tax bills is necessary to cover administrative costs; and

WHEREAS, it is in the best interest of the residents of the Village of Millbrook to ensure that fee schedules are updated to reflect the actual costs of services provided;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees of the Village of Millbrook hereby amends the Fee Schedule as follows:

- Tax Collector Fees:
 - Duplicate Tax Bill Mailing Fee: The fee for mailing a duplicate tax bill to a property owner is hereby amended from \$1.00 to \$2.00 for each duplicate bill requested.

BE IT FURTHER RESOLVED, that this fee amendment shall take effect immediately.

MOTION TO ADOPT:

The foregoing resolution was moved for adoption by Deputy Mayor Murphy and seconded by Trustee Mawson

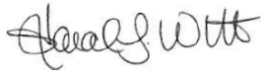
VOTE:

Member	Aye	Nay	Absent
Mayor Doro	[✓]	[]	[]
Deputy Mayor Murphy	[✓]	[]	[]
Trustee Bucklin	[✓]	[]	[]
Trustee Mawson	[✓]	[]	[]
Trustee Socci	[✓]	[]	[]

The resolution was thereupon declared adopted.

CERTIFICATION:

I, the undersigned, Sarah J. Witt, Clerk of the Village of Millbrook, do hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Village Board of Trustees of the Village of Millbrook on September 10, 2025.

A handwritten signature in black ink, appearing to read "Sarah J. Witt". The signature is written in a cursive, flowing style.

Sarah J Witt, Clerk
Village of Millbrook

RESOLUTION No. LL0032025.1

**Introducing Local Law No. 3 of 2025 Amending Section 220-56 of the Village Code Entitled
“Vehicles and Traffic Schedule XXIV: Handicap Parking” to add one (1) additional
Handicap Parking space**

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 September, 2025, at 6:00 p.m., Village Mayor, Peter Doro called the meeting to order, and Trustee Murphy, seconded by Trustee Bucklin, moved the following resolution, to introduce the following proposed local law, to be known as Proposed Local Law No. 3 of 2025, entitled “A Local Law Amending Section 220-56 of the Village Code Entitled “Vehicles and Traffic Schedule XXIV: Handicap Parking” to add one (1) additional Handicap Parking space” as follows:

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

Section 1. Legislative intent: Chapter 220 of the Village of Millbrook Village Code contains the Village’s regulations with respect to Vehicle and Traffic. The Village Board has determined it is in the best interest of the Village to update and amend Chapter 220 of the Village Code Entitled “Vehicles and Traffic” to add one (1) additional Handicap Parking space to “Schedule XXIV: Handicap Parking” contained in Section 220-56.

Section 2. Section 220-56 of the Village Code is hereby amended to add one (1) additional space in the “Schedule XXIV: Handicap Parking” to include the following language.

“§ 220-56 Schedule XXIV: Handicap Parking.

In accordance with the provisions of § **220-14.2**, the following described locations are hereby designated as handicap parking:

Name of Street	Location
Merritt Ave	At 35 Merritt Ave (2 spaces)
Merritt Ave	At 15 Merritt Ave (2 spaces)
Friendly Ln	Friendly Ln -across from Library- (1 space)

Section 3. This local law shall take effect as of the date of filing with the New York Secretary of State.

Mayor, Peter Doro, 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 Murphy offered the following resolution which was seconded by Trustee Bucklin, who moved its adoption:

WHEREAS, on September 10, 2025, Mayor Doro introduced this local law for the Village of Millbrook, to be known as “A Local Law Amending Section 220-56 of the Village Code Entitled “Vehicles and Traffic Schedule XXIV: Handicap Parking” to add one (1) additional Handicap Parking space”

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 Hall, 35 Merritt Ave, Millbrook, New York, on October 8th, 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 five (5) days before such hearing and that such notice shall be in the following form:

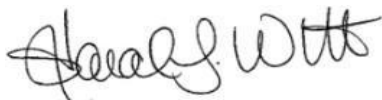
NOTICE OF PUBLIC HEARING

TAKE NOTICE, that the Board of Trustees of the Village of Millbrook will hold a public hearing at the Village Hall, 35 Merritt Ave, Millbrook, New York, on October 8th, at 6:00 o’clock,

p.m., Prevailing Time, on Proposed Local Law No. 3 of the Year 2025, entitled “A Local Law Amending Section 220-56 of the Village Code Entitled ‘Vehicles and Traffic Schedule XXIV: Handicap Parking’ to add one (1) additional Handicap Parking space”. TAKE FURTHER NOTICE, that copies of the aforesaid proposed local law will be available on the Village of Millbrook website 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
September 10, 2025

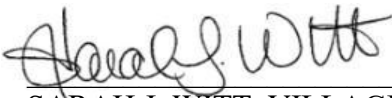


SARAH J. WITT, VILLAGE CLERK

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

Mayor Doro	<u>Aye</u>
Trustee Murphy	<u>Aye</u>
Trustee Bucklin	<u>Aye</u>
Trustee Mawson	<u>Aye</u>
Trustee Socci	<u>Aye</u>

DATED: Millbrook, New York
September 10, 2025



SARAH J. WITT, VILLAGE CLERK
Village of Millbrook