

Village of Millbrook
Board of Trustees
September 9, 2008

Call to Order 7:08 p.m.

Pledge of Allegiance led by Mayor Ciferri

In Attendance: Mayor Ciferri, Trustee Hurley, Trustee Bondus, Trustee Whalen and Trustee Morse

Fire Department-Chief Chris Hawks stated the Chicken BBQ on Community Day was well attended. Mayor Ciferri stated the single bid was not accepted by the Fire Department. The Fire Tanker Apparatus specifications are being rewritten and will be submitted to the Village Clerk in a month or so.

Police Department-Trustee Whalen requested the Board go into executive session to discuss personnel matters. Mayor Ciferri stated the Board would go into executive session near the end of the meeting.

Highway Department-Bob Collocola see attached. Trustee Morse stated the Highway Department has been keeping a log of all out of Village trips. Bob Collocola requested a meeting with the Board to discuss Highway concerns for the upcoming snow season. Trustee Bondus agreed to schedule the meeting for September 19, 2008, at noon at the Village Hall.

Water/Waste Water- Cathy Meier see attached. Cathy stated there is a problem behind the Village Hall with a collapsed pipe on Pilgrim Lane with roots. The lower portion is the problem area. Now the upper portion was replaced about 10 years ago.

Clerk/Treasurer-Linda Wiltse informed the Board that she had heard from Kirsten Gillibrand's office and was informed that the appropriations bill will most likely be vetoed. This means probably no grant for the Thorne Building. On a positive note the Village has received the semiannual franchise fee check and the amount is in line with our expected revenue. Linda also requested the Board to move the November meeting to another night due to a holiday conflict. The Board approved moving the meeting to Tuesday, November 18, 2008 at 7:00 p.m.

Community Day- Mayor Ciferri wanted to thank Didi Barrett and the staff for all their efforts in making Community Day a success. Adelaide Camillo stated she enjoyed the experience of bringing the community together to benefit the businesses. Trustee Morse stated he felt this was one of the best Community Days to date. He also requested the Board to officially thank Didi Barrett for her efforts. He extended the Board's appreciation to the Fire Department and the Highway Department for their assistance.

Trustee Comments-

Planning Board Meeting- Trustee Morse proposed a joint meeting between the Village and Planning Boards for an informational exchange specifically to discuss the Village Code and local business and developer parking issues. Trustee Whalen saw no harm in holding a joint meeting. Trustee Hurley stated procedural issues are okay but cautioned against specific applications. An exchange of ideas in regard to zoning and coding concerns is acceptable. Trustee Bondus raised the point of updating the Village Code to expedite projects being brought before the Planning Board. Mayor Ciferri reminded the Board that the Planning Board is an independent body and the Village Board can not impose any influence on the Planning Board. Joe Still stated that parking in the Village has been an ongoing issue. He gave one example of the Village of Rhinebeck businesses paying into a fund allocated for a future parking lot location. The Board agreed to set a date to meet with the Planning Board to discuss these issues.

Traffic-Trustee Morse initiated the discussion on the business district signage. The Board had submitted a letter to the NYSDOT with a map showing 5 points for displaying signage in the Village. Debra Coddington stated that the signage is needed now. Trustee Bondus stated that they would contact GPS and Mapquest to inquire what is involved in having them updated. Mayor Ciferri stated that perhaps with landowner's permission the Village could install temporary signs. Trustee Bondus stated that perhaps the Millbrook Business Association could be of assistance. It was stated that the signs must be 30 feet from the center of the road. Mary Shaughnessy made a suggestion of utilizing the billboards off of the Taconic State Parkway as an alternative. To date the NYSDOT is handling the request amongst many other requests.

Sheriff Speed Wagon-Trustee Morse informed the Board the speed wagon is coming 9/10/08 and will be in various Village locations for 2 weeks. It is to be used with stipulation that due to its solar power mechanism requirements it must be stored at night.

Garage Roof-Skip Ciferri stated he would be submitting a bid for the repair of the Police car garage roof. To date we have received one bid.

Grants-Michael Haggerty stated there were upcoming grants deadlines such as the Community Development Block Grant or one for Small Cities which is due in April. This grant allows for interdisciplinary agreements such as medical insurance pooling. It could even cover a study to find the cost savings available. The shared services grant could apply to schools and BOCES along with the Village. Mayor Ciferri will contact Steve Saland's office in regard to grant applications and availability. Mayor Ciferri is interested in solar power for heating, hot water and electrical consideration for Village owned buildings.

Thorne Building-Trustee Bondus gave a report on the Revenue Committee's finding to date. The Thorne Building requires approximately \$100,000 per year in income generation to be self supporting. The Arts cannot generate this much money and so cannot occupy the whole building. Commercial renters are needed to subsidize the

expenses for the Arts. The Village Offices could be located on the third floor. The Village Hall would be sold approximately 3,200 square foot on the second floor would be rented for approximately \$50,000 per year. This would leave the first floor and the basement available for Arts at the lower cost. Mike Downing stated he gave the Board in August a working business plan for their consideration. He respectfully asked the Board for a workshop to establish rents and a timeframe deadline. Ideally he would like to be up and running in March or April 2009. He is looking for the Board to replace the electric first, update the bathrooms, install zone heating and air conditioning for the theatre itself, refinish the floors, update the lighting and repair the stage. Both the Board and Mike need to gather facts and figures to meet in the near future. The Board decided to hold a workshop with Mike to discuss a proposed lease at 12 noon on Monday, September 22, 2008. Adelaide Camillo stated a lot of hard work, heart and energy went into the past Thorne Building marketing studies. She also stated there is a lot of potential at the Thorne Building. Mary Shaughnessy suggested S.W.O.T. analysis, asking the Board to look into the strengths, weaknesses, opportunities and troubles for decision making purposes.

Village Code-Mayor Ciferri opened the discussion to continue the public hearing on NYS Department of State's latest version of the Administration and Enforcement sections of NYS building codes. Trustee Hurley suggested adding on page 4 paragraph 105-5(D) that the Building Inspector report quarterly. Also, section 105-7 (Building permit requirements) she commented on missing items needing to be addressed such as boilers, porches, patios, siding and roof replacement. Joe Still stated there needs to be clarification on what is mandatory from NYS. Trustee Hurley stated operating permits 105-15 needs to be more specific and that was difficult with Ken McLaughlin not in attendance. Mayor Ciferri stated the public hearing will be left open for the October Board meeting. Tim Tice asked the Board to consider discretionary denial of applications before the Planning Board if there are significant violations by the property owner. Trustee Bondus stated there must be a plan in place that is enforceable and room to remedy the violations. This discussion was tabled until the October meeting. Joe Still stated the Board could adopt the Fire Code portion and table the rest. He also commented that often NYS leaves room for local interpretation. Trustee Hurley made a motion to adopt Chapter 105 sections 16 through 21 of the Fire Code. Trustee Bondus seconded. All were in favor. Trustee Hurley will research examples of language of parcels with violations and how they are handled in other municipalities.

Unsafe Building Code- Mayor Ciferri began by stating the reason behind the Board consideration changing the language of the Unsafe Building Code is to remove the possible large burden on the Village taxpayers. Tim Tice stated the Code should state what type of fence or barricade is acceptable. He also had concerns in regard to lead and asbestos contaminates if the buildings were to collapse or catch fire. Ed Shaughnessy was looking for wording stating violations must be remedied before applications can come before the Planning Board. He added specificity is critical. Trustee Bondus stated she was hesitant to monkey with the legal wording. Trustee Whalen wanted to continue the public hearing until the October meeting. He wanted to review what was necessary wording and have removed the unnecessary complicated wording of the language. He

wanted to have included as a barricade or fence what was most aesthetically conforming. Mary Shaughnessy interjected the best practices in other municipalities are warnings, fines 1st level, fines 2nd level and 3rd level to motivate property owners to make the structures safe. Frank Grasso requested the Board to consider imminent domain.

Brush Pickup & Code-Mayor Ciferri introduced the topic of brush pickup and Village Code. Frank Grasso raised concerns that the Village is providing a service that is not funded in the budget. He is also concerned about the quantity of trees, brush, limbs and leaves picked up. The Code states the brush, leaf and tree removal are the responsibility of the homeowner. He requested the Board review the program. Trustee Hurley stated a provision is needed to be more specific (ex. Dates the program begins and ends). Mayor Ciferri stated the Board is looking at what is best for the majority of the Village residents.

Public Participation-Ongoing throughout the meeting.

Executive Session- Trustee Bondus made a motion to go into executive session at 10:15 p.m. Trustee Whalen seconded. All were in favor. Executive session was exited at 11:05 p.m. Trustee Hurley made a motion to exit out of executive session. Trustee Bondus seconded. All were in favor.

Trustee Bondus made a motion to approve the August 12, 2008 meeting minutes. Trustee Hurley seconded. All were in favor.

Audit of Bills

Adjourned-Trustee Bondus made a motion to adjourn the meeting at 11:25 p.m. Mayor Ciferri seconded. All were in favor.

**Village of Millbrook
Wastewater Treatment Plant Operations Report
September 2008**

	July	August	September
Total Monthly Precipitation (Snow/Rain)	5.5"r	2.8"r	7.0"r
Total Effluent Flow (gallons)	4,146,600	3,735,000	4,360,400
Average Daily Flow (gallons)	134,000	120,500	145,000

SPDES Laboratory Permit Samples (mg/L)

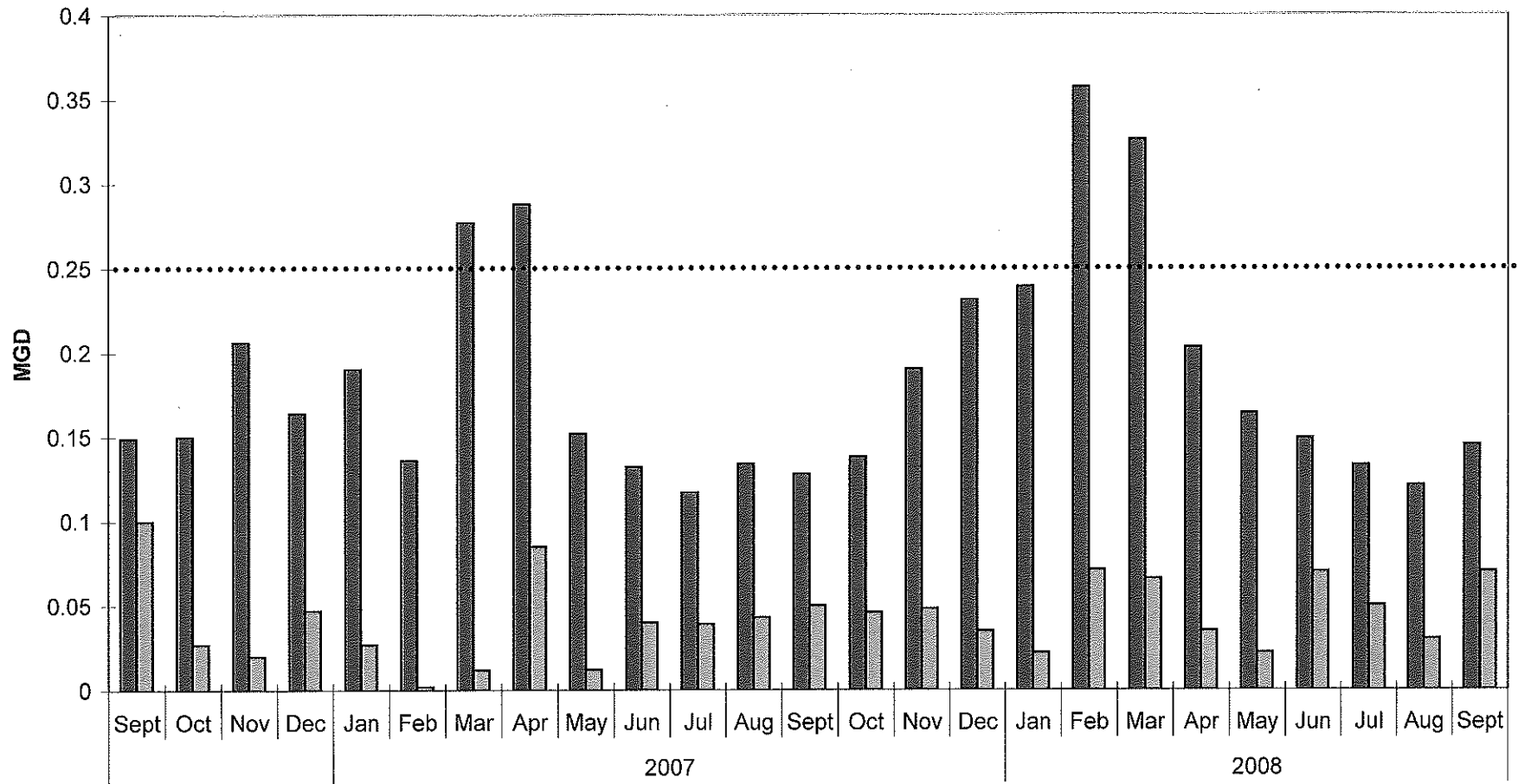
BOD ₅	<4	<4	<4
Percent Removal	98%	98%	98%
Total Suspended Solids	<1.0	<1.0	<1.0
Percent Removal	99%	98%	98%
TKN as N	1.7	<1	<1
Fecal Coliform	<20	<20	<20

Discharge Limits BOD₅ = 15.0, Total Suspended Solids = 15.0, Total Kjeldahl Nitrogen (TKN) =8.0, Coliform = 200 *exceeds limits

Operator Notations

1. Performed monthly maintenance.
2. Collected the monthly samples.
3. Anderson Brothers repaired the odor control blower.
4. The UV system for odor control is not working. The system is in need of major repairs ASAP. We need to get new bulbs, make a new stand for the bulbs, and reline the inside of the unit with plastic.
5. Fred Cook Flushed the sewer lines on Ciferri Dr., Maple Ave., and the alley behind the Village Hall. Cut roots and grease out of the sewer lines.
6. Smoke tested the sewer line at Cardinal Hayes for Willie Murphy to check for any leaks. Found no leaks or cracks.
7. Worked on the manhole project
8. I & I Study continues – we camera/video the sewer line on Fountain, Ciferri, Maple, Haight, and Elm

Two Year Monthly Flow



■ Flow ■ Rainfall

**Village of Millbrook
Water Treatment Plant Operations Report
September 2008**

	July	August	September
Total Water Produced (gallons)	6,205,000	5,650,000	5,335,000
Average Daily Flow (gallons)	200,000	182,300	178,000

Laboratory Samples Taken

Total Coliform	Absent	Absent	Absent
Coliform Detected	0	0	0

Special Samples

Operators Notations

- 1 Performed monthly maintenance.
- 2 Collected the monthly samples.
- 3 Flushed the fire hydrants through out the village
- 4 On going fire hydrant painting
- 5 Tom Kelly from Pendragon Technology is working on the radio communication setup for the water storage tank and the water treatment plant.
- 6 We have a water break at 38 Route 343 on 10/8. Found a hole in a 1 inch service line.

Village of Millbrook Two Year Monthly Flow Water

