



Village of Millbrook 35 Merritt Ave
6:30 PM

Board of Trustees

Agenda

Village of Millbrook
Village Hall – Board of Trustees
May 14, 2019 6:30pm
draft

1. **Open meeting** – Pledge of Allegiance
2. **Administrative Business:**
 - a. Acceptance of Minutes - 4/23 minutes
 - b. Voucher Approval
3. **Old Business:**
 - a. Zoning Map corrections
 - b. Enhanced software
 - c. Resolution – FD pickup truck
4. **New Business:**
 - a. Geoff Horton – 20th anniversary
 - b. 100 yr proclamation – Central Baptist
 - c. Hunter Rental agreement
 - d. Public Hearing for Zoning Map – 5/28/2019
 - e. Permit Approval – HomeShow 9/21/19, VFW Memorial Day Parade 5/27/19

Additionally

All invoices to be honored and paid by first July 2019 meeting for the fiscal yr 2018-2019

5. **Department Reports:** (*first meeting of month only*)
 - a. FD/Rescue – Matthew Rochfort, Ted Bownas and Laurie Olsen
 - b. Police – OIC Jared Witt
 - c. Highway – Bob Collocola
 - d. Water/Sewer – Scott Osborn
 - e. Treasurer – Sarah Witt
 - f. Attorney – Rebecca Valk
6. **Board Member Updates:**
 - a. Trustee Joe Rochfort
 - b. Trustee Mike Herzog
 - c. Trustee Tim Collopy
 - d. Trustee Kevin McGrane
7. **Mayoral update**
 - a. Sheriffs Appreciation event – 5/16
 - b. Troop K event – 5/24
8. **Public Participation**
9. **Executive Session – Personnel**
10. **Adjournment**
11. **Auditing of Bills**

Voucher Detail Report

May 14, 2019 Voucher Totals

Vouchers 18469-18536

A - GENERAL FUND	59,806.91
F - WATER FUND	12,085.36
G - SEWER FUND	19,418.02
H - CAPITAL PROJECTS	
TA - TRUST & AGENCY FUND	
T - TRUST FUND	7,600.00
	98,910.29

Zoning Map – Public Hearing May 28, 2019



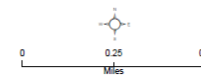
Village of Millbrook Zoning Map
DRAFT

Map Prepared By Dutchess County
Department of Planning and Development
April 2019

This map is intended for planning purposes only.
The Department of Planning and Development shall
not be held liable for any errors or omissions or
of the information contained herein. The guarantee
of accuracy or completeness is intended and implied.



Parcel Selection with Lot Numbers
Parcel Boundaries





Fire Dept

Millbrook Fire Department

April 2019

Automatic Fire Alarm	8
Structure Fire	2
Motor Vehicle Accident	4
Brush/Grass Fire	2
Vehicle Fire	1
Wire Down	3
Hazardous Material	2
<u>EMS Call</u>	<u>30</u>
Total Incidents	52

EMS Responses

49-79 (NDP)	25
MFD Rescue	4

Mutual Aid Given

Fire	6
EMS	2

Mutual Aid Received

Fire	0
EMS	6

V.M.P.D. Monthly Report April 2019

84 Calls for Service (including, but not limited to):

TRAFFIC

Traffic Tickets: **10** Parking Tickets: **13** PDAA: **2**

ASSIST OTHER AGENCIES

Assist Other Police: **9** Assist Fire Dept: **3** Assist EMS: V/Millbrook: **6**; T/ Washington: **4**

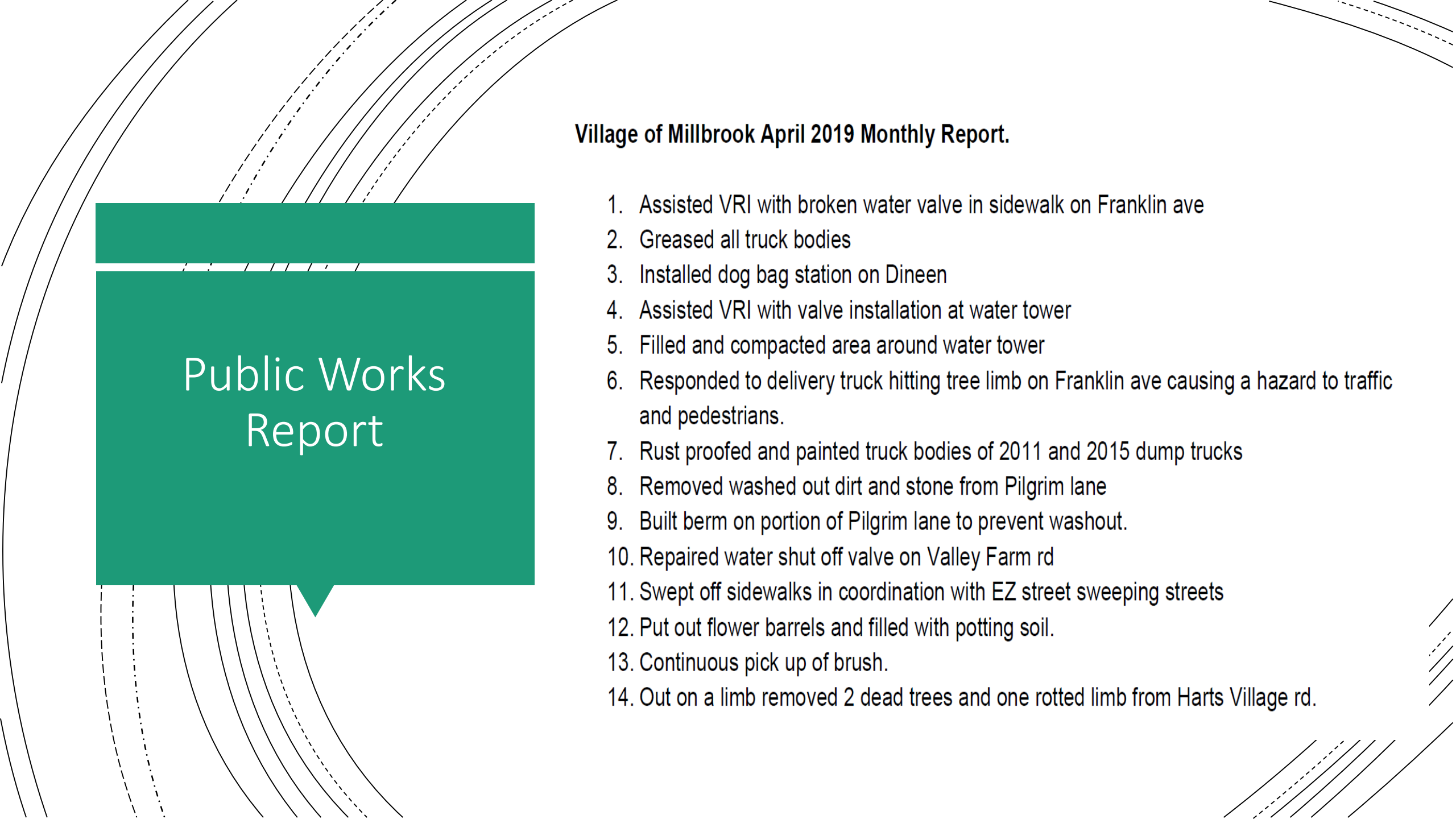
CRIMINAL ACTIVITY

Arrest: **1** Larceny: **5** Domestic: **3** Disorderly Conduct: **2**
Suspicious Activity: **4** Criminal Mischief: **1** Burglar Alarm: **1**

PUBLIC SERVICE

Missing Child: **1** Welfare Check: **1** Property: **4** Assist Citizen: **5** Lockout: **5**
Animal Complaint: **2** Road Hazards: **3** Other: **3** Mental Health: **1**
School Checks: **52**

JR200#6 05/14/2019



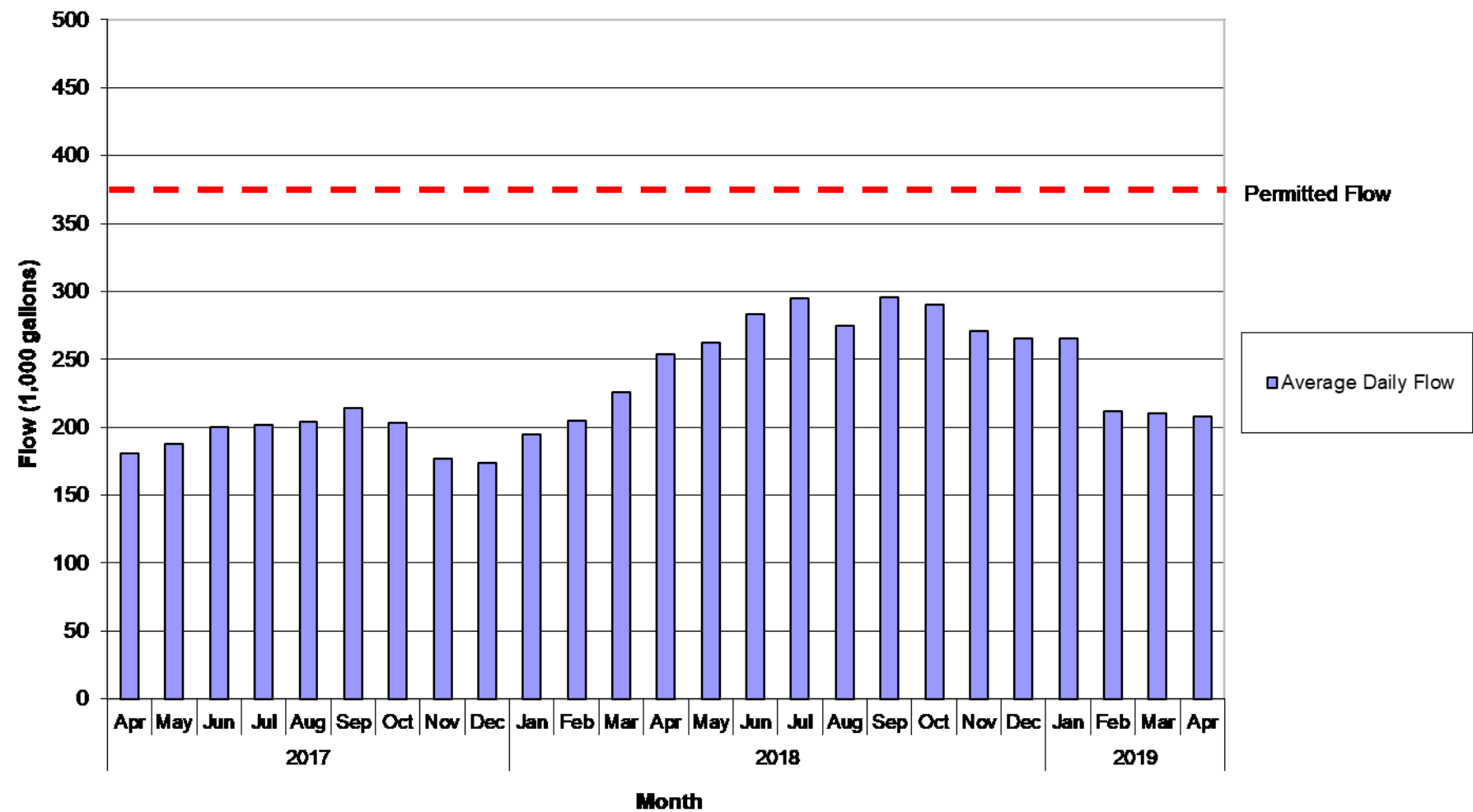
Public Works Report

Village of Millbrook April 2019 Monthly Report.

1. Assisted VRI with broken water valve in sidewalk on Franklin ave
2. Greased all truck bodies
3. Installed dog bag station on Dineen
4. Assisted VRI with valve installation at water tower
5. Filled and compacted area around water tower
6. Responded to delivery truck hitting tree limb on Franklin ave causing a hazard to traffic and pedestrians.
7. Rust proofed and painted truck bodies of 2011 and 2015 dump trucks
8. Removed washed out dirt and stone from Pilgrim lane
9. Built berm on portion of Pilgrim lane to prevent washout.
10. Repaired water shut off valve on Valley Farm rd
11. Swept off sidewalks in coordination with EZ street sweeping streets
12. Put out flower barrels and filled with potting soil.
13. Continuous pick up of brush.
14. Out on a limb removed 2 dead trees and one rotted limb from Harts Village rd.

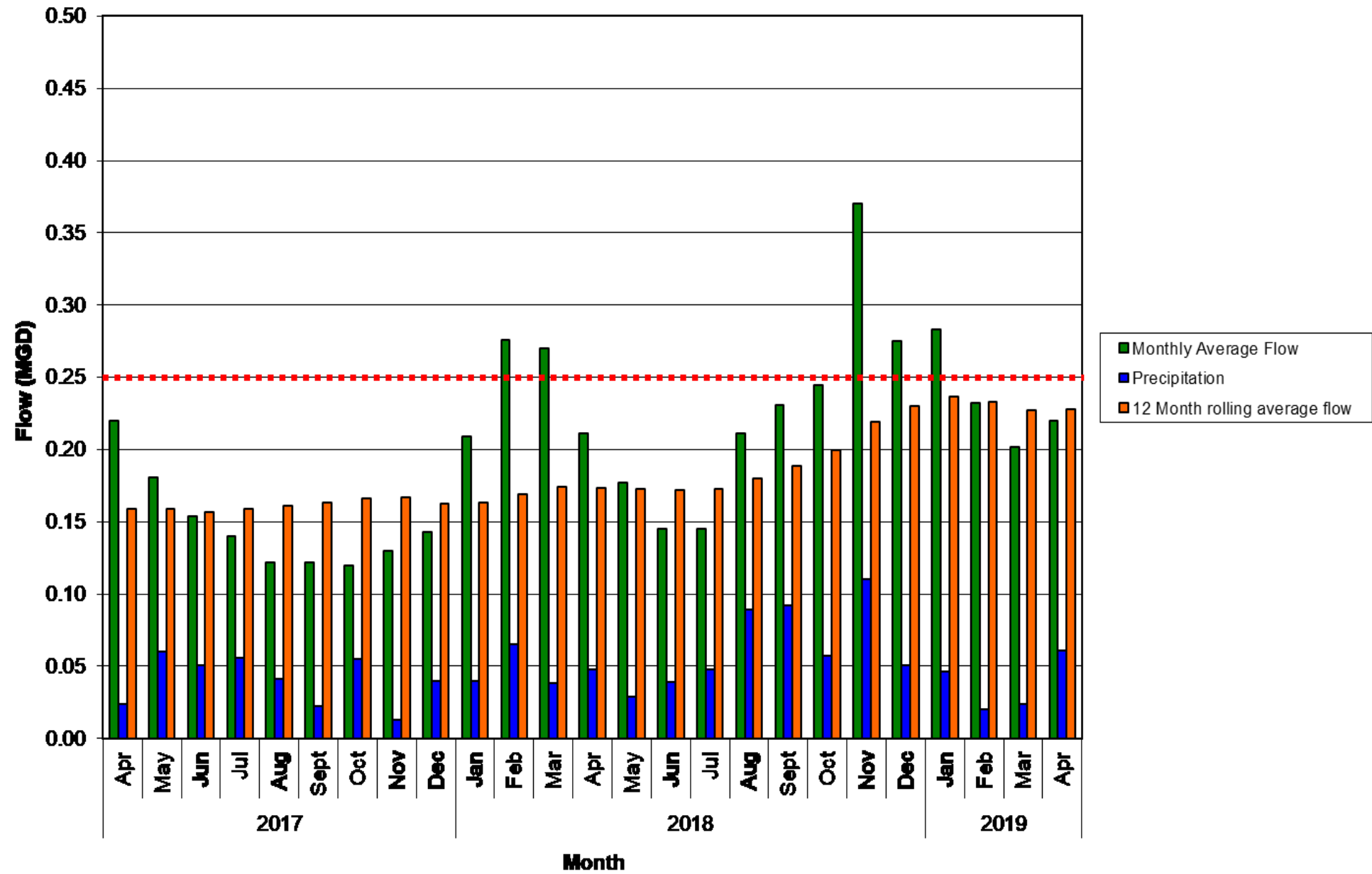
Village of Millbrook			
Monthly Water System Report			
May 2019			
	April	March	February
Total Water Produced	6,245,000	6,505,000	5,940,000
Average Daily Flow	208,000	210,000	212,000
Peak Day Flow	250,000	255,000	290,000
Sampling Results:			
Total Coliform	Absent	Absent	Absent
* Results not in compliance			
Comments:			
1) Monthly sampling and maintenance			
2) Flushed hydrants			
3) Temporary pressure tank delivered and set up at storage tank			
4) New 10 inch valve installed at storage tank			

Millbrook Water



Village of Millbrook				
Wastewater Treatment Plant Operations Report				
May 2019				
	April	March	February	Permit Limit
Total Effluent Flow	6,585,634	6,252,269	6,486,538	N/A
Average Daily Flow	220,000	202,000	232,000	N/A
12-Month Rolling AVG	228,000	227,000	233,000	250,000
Peak Daily Flow	306,888	257,454	308,648	N/A
Precipitation (inches as liquid)	6.10	2.4	2	N/A
SPDES Permit Samples: (mg/l)				
BOD	N/A	19 mg/l*	15 mg/l	15 mg/l
Percent Removal	N/A	92 %	93 %	85 %
Total Suspended Solids	N/A	8 mg/l	4 mg/l	15 mg/l
Percent Removal	N/A	95 %	98 %	85 %
TKN as N	N/A	9.7 mg/l	5.6 mg/l	8 mg/l
Fecal Coliform	N/A	N/A	N/A	200 /100ml
* Exceeds permit limit				
Comments:				
1) Performed all monthly sampling and maintenance				
2) EarthCare hauled 24,000 gal sludge				
3) Cleaned both effluent tanks				
4) Cleaned filter beds				
5) Set up disinfection for season				

Millbrook WWTP



Treasurer's Report

VILLAGE OF MILLBROOK TREASURER'S REPORT

PERIOD: 30-Apr-19

	BALANCE 04/01/19	RECEIPTS	DISBURSED	BALANCE 04/30/19
TAX ACCOUNT	\$3,708.45	\$19,920.05	\$19,092.64	\$4,535.86
GENERAL FUND	\$548,519.18	\$112,633.93	\$184,562.97	\$476,590.14
WATER FUND	\$19,239.21	\$19,636.24	\$18,643.47	\$20,231.98
SEWER FUND	\$58,894.11	\$23,312.63	\$16,826.29	\$65,380.45
ACCOUNTS PAYABLE	\$11,628.87	\$146,633.78	\$149,405.17	\$8,857.48
PAYROLL ACCOUNT	\$7,797.27	\$33,446.41	\$34,461.86	\$6,781.82
PLANNING ZONING ESCROW	\$3,462.29	\$0.00	\$38.50	\$3,423.79
BEDROCK WELL ACCOUNT	\$303,488.79	\$21,206.19	\$0.00	\$324,694.98
VILLAGE HALL RESTORATION	\$3,000.11	\$1,500.33	\$0.00	\$4,500.44
RESERVE FOR FIRE TRUCK	\$247,666.52	\$60,035.72	\$0.00	\$307,702.24
POLICE VEHICLE FUND	\$10,000.38	\$0.82	\$0.00	\$10,001.20
RESERVE FOR AMBULANCE	\$25,000.95	\$2.06	\$0.00	\$25,003.01
RESERVE FOR HIGHWAY EQUIPMEI	\$6,711.53	\$0.55	\$0.00	\$6,712.08
HAIGHT TRUST	\$15,650.15	\$1.93	\$0.00	\$15,652.08
NINE PARTNERS TRUST	\$25,240.62	\$3.11	\$0.00	\$25,243.73
LAMONT CHRISTMAS TREE	\$2,453.53	\$0.31	\$0.00	\$2,453.84
THORNE BUILDING TRIBUTE GARDI	\$231,634.58	\$28.55	\$0.00	\$231,663.13
THORNE TRUST	\$25,715.52	\$3.17	\$0.00	\$25,718.69
TREE REPLACEMENT PROGRAM	\$7,647.15	\$0.63	\$0.00	\$7,647.78
TRIBUTE GARDEN DONATIONS	\$10,035.84	\$0.82	\$0.00	\$10,036.66
MILLBROOK RESTORATION	\$126,887.33	\$10.43	\$0.00	\$126,897.76
MILLBROOK COMMUNITY DAY	\$243.85	\$0.00	\$0.00	\$243.85
MEDICAL DEDUCTIBLE	\$17,941.52	\$0.00	\$3,163.17	\$14,778.35
TOTAL	\$1,712,567.75	\$438,377.66	\$426,194.07	\$1,724,751.34

Treasurer and Clerk Updates:

- Monthly Revenue and Expense Reports as of 5.14.19 provided to Board
- As of the 4/23/2019 meeting, the 2019/2020 Budget has been passed and adopted. It has been posted online.
- Tax Cap Compliance and Constitutional Tax Limit forms have been submitted to OSC
- Continuing training with Karen McLaughlin
- Tax Bills have been picked up from DC and will be ready to go out by June 1. Thank you
- MCSD Senior Intern Program- The office has acquired an intern from the school for about 5-6 weeks



Building
Dept.

Village of Millbrook Building Department Report
Period: April 30, 2019

Period: April 30, 2019

		Last Month's Fees Collect		\$475.00				
Building Permit's Issued:	5							
Building Permit #:	19-11, 19-14, 19-15, 19-16, 19-17							
Amount Collected:	\$1,075.00							
Sign Permit's Issued:	0							
Sign Permit #:								
Amount Collected:	\$0.00							
		Cert #						
Certificate of Occupancy:	1	19-11						
Certificate of Use:	1	19-01						
Certificate of Compliance:	0							
Municipal Searches:	2							
Municipal Search #:	19-08 19-09							
Amount Collected:	\$250.00							
Total Month Collected:	\$1,325.00							
YTD Fees Collected:	\$3,655.00							
Building Dept. Referrals:	1		Reason for Referral:					
PB:	1		Samantha's Sweet Shoppe- Building Inspector referred them					
ZBA:	0		to PB for further review. Concerned about non- conforming use					
Total Collected			and parking. PB set to meet Monday 20 @ 7. No fees collected yet.					
For Application Fee:	\$0.00							
Comments: Planning Board changed meeting date to Monday, May 20								
ESCROW: \$500 was collected from Samatha's Sweet Shoppe for the potential use of Rich Rennia's services on this project								

Trustee/ Mayor Updates

Trustee Rochfort

Trustee Herzog

Deputy Mayor Collopy

Trustee McGrane

Mayor Rod Brown





Next Board of Trustees Meeting:

Board of Trustees-April 23,2019 6:30 PM

