



Village of Millbrook 35 Merritt Ave
6:30 PM

Board of Trustees

January 14, 2020 Voucher Totals

Vouchers 19300-19361

A - GENERAL FUND	235,625.25
F - WATER FUND	6,858.94
G - SEWER FUND	11,983.21
H - CAPITAL PROJECTS	2,072.46
TA - TRUST & AGENCY FUND	
TE - PRIVATE PURPOSE - Millbrook Community Day	
TE - PRIVATE PURPOSE - Millbrook Restoration	
T - TRUST FUND	

Highway Truck Payment due January 2020

\$18,250- Principal

\$1825- Interest

Total: \$20,075

Voucher Detail Report

Old Business:
Public Hearing- Sign Code LL#1 of 2020
Re-Org Policy Adoptions

New Business:
Re-Bid Water Treatment Plant
Public Assembly Permit- Marathon (6/7/2020)

Fire Dept

Millbrook Fire Department

November 2019

Structure Fire	2
Automatic Fire Alarm	17
Motor Vehicle Accident	4
EMS Call	62
Vehicle Fire	1
Wires Down	1
Hazardous Materials	1
Good Intent	1
<u>Carbon Monoxide</u>	<u>1</u>
Total Incidents	90

EMS Responses

NDP (49-79)	67
MFD Rescue	2
Member Responses	41

Mutual Aid Given

Fire	1
EMS	12

Mutual Aid Received

Fire	0
EMS	3

Fire Dept

Millbrook Fire Department

December 2019

Structure Fire	1
Automatic Fire Alarm	13
Motor Vehicle Accident	2
EMS Call	50
Flooding Condition	1
<u>Hazardous Materials</u>	<u>1</u>
Total Incidents	68

EMS Responses

NDP (49-79)	48
MFD Rescue	3
Member Responses	29

Mutual Aid Given

Fire	3
EMS	10

Mutual Aid Received

Fire	0
EMS	2

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

97 Incidents Reported (including, but not limited to):

TRAFFIC

Traffic Tickets: **9**

Parking Tickets: **13**

MVAs: PDAA: **2**, H&R: **3**

Detail: **1**

ASSIST OTHER AGENCIES

Assist Other Police: **6**

Assist Fire Dept: **2**

Assist EMS: Millbrook: **8**; Washington: **14**

DPW: **1**

CRIMINAL ACTIVITY

ARREST: **1**

Domestic: **1**

Suspicious Activity: **7**

Harassment: **3**

Criminal Mischief: **2**

Burglar Alarms: **4**

Disturbance: **1**

PUBLIC SERVICE

Lockout: **4**

Animal Complaint: **6**

Information Requests: **4**

Assist Citizen: **2**

Welfare Check: **1**

Civil: **3**

Funeral Detail: **1**

Mental Health Incidents: **2**

911 Misdeal: **4**

School Checks: **52**

Police
Dept

V.M.P.D. Year End Report 2019

1,269 Incidents (including, but not limited to):

TRAFFIC

Traffic Tickets: 142	Parking Tickets: 208	V&T Complaints: 94	Disabled Vehicle: 18	Detail: 7
Auto Accidents:	Property Damage: 31	Hit & Run: 14	Injury: 1	

ASSIST OTHER AGENCIES

Police: 116	Assist Fire Dept: 78	Assist EMS: V/Millbrook: 116 ; T/ Washington: 122	Other: 5
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CRIMINAL ACTIVITY

Arrests: 16	Suspicious Activity: 49	Burglar Alarms: 36	Harassment: 11	Larceny: 14
Domestic Incident: 20	Disorderly Conduct: 9	Criminal Mischief: 7	Order of Protection: 8	Trespass: 3
Drug Possession: 1	Fraud: 5	Criminal Mischief: 15	Dumping/Litter: 5	Warrant: 3
Obscenity: 1	Burglary: 1	Disturbance: 14	Fight: 4	Suicide: 1
Noise: 3	Illegal Burn: 1			

PUBLIC SERVICE

Assist Citizen: 44	Mental Health: 21	Welfare Check: 24	Missing Person: 2	Vehicle Lockout: 30
Property: 38	Animal Complaint: 36	Road Hazard: 17	Property Check: 11	Information: 23
Civil: 9	911 Misdialed: 7	Health Haz: 1	Funeral Details: 5	Other: 9

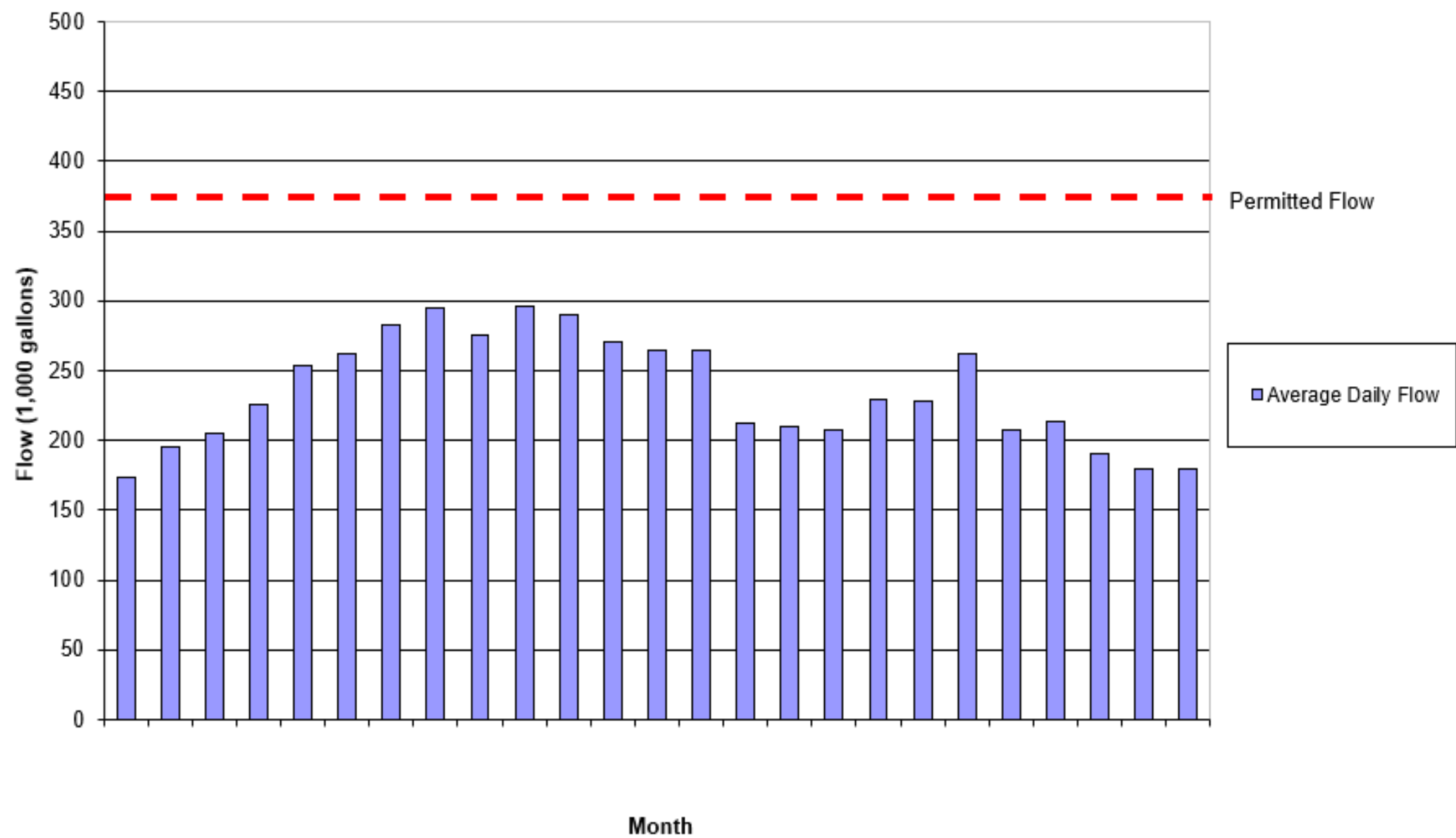
School Checks: **689** (not included in total)

Public Works Report

1. Replaced dead end sign on Booth Ct
2. Put up all Christmas trees and all other Christmas decorations
3. Took down and stored tennis court nets
4. Repaired catch basin on Church st
5. Repaired catch basin on North ave
6. Picked up and repainted new and improved garbage containers and placed on corners of Church and Franklin
7. Took down Village Christmas trees and recycled
8. Took down and stored village decorations
9. Began pick up of residential Christmas trees
10. Did repairs on backhoe I.e replaced front grill , replaced tooth on hoe . Done in house
11. Locked up tennis courts for the season.
12. Cold patch potholes throughout Village
13. Did curb repair on Merritt ave
14. We have had 6 snow or ice events to date. One of which required overnight snow removal with the assistance of the town of Washington
15. Reminder that the snow ordinance is in effect every day from 1 am to 6 am , during this time vehicles are prohibited from parking on Village streets
16. Did minor repairs and Maintenance on sanders and plows
17. Had all overhead doors serviced for winter

Village of Millbrook			
Monthly Water System Report			
December 2019			
	December	November	October
Total Water Produced	5,595,000	5,560,000	5,910,000
Average Daily Flow	180,500	179,000	191,000
Peak Day Flow	260,000	310,000	230,000
Sampling Results:			
Total Coliform	Absent	Absent	Absent
* Results not in compliance			
Comments:			
1) Monthly sampling and maintenance			
2) Worked on exposing valves on Church and Alden			
3) Located and repaired curb box @ 44 Harts Village			

Millbrook Water



Village of Millbrook

Wastewater Treatment Plant Operations Report

December 2019

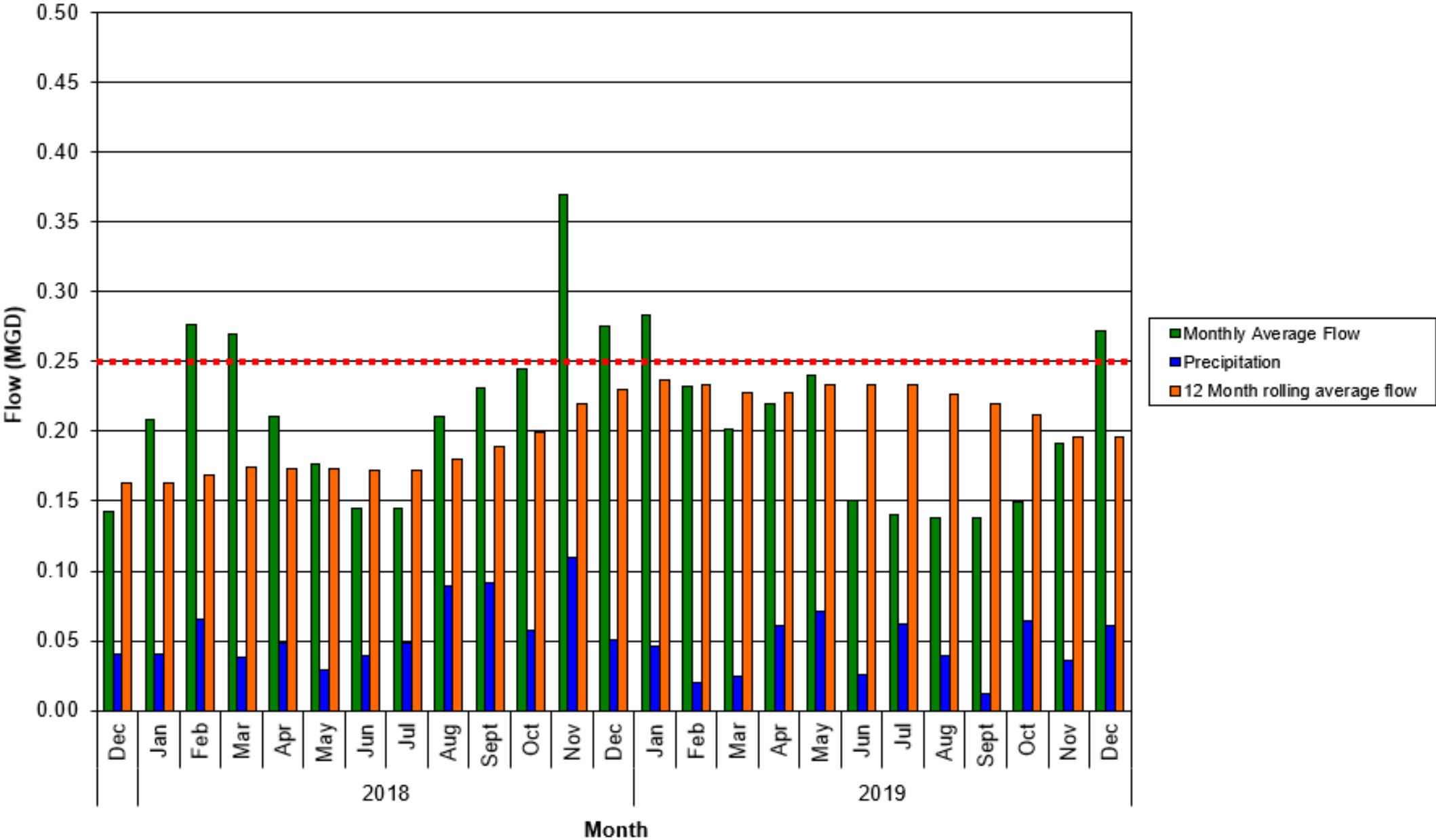
	December	November	October	Permit Limit
Total Effluent Flow	8,437,942	5,717,278	4,618,029	N/A
Average Daily Flow	272,000	191,000	149,000	N/A
12-Month Rolling AVG	196,000	197,000	211,000	250,000
Peak Daily Flow	527,454	304,360	217,187	N/A
Precipitation (inches as liquid)	6.10	3.6	6.4	N/A
SPDES Permit Samples: (mg/l)				
BOD	2 mg/l	2 mg/l	5 mg/l	15 mg/l
Percent Removal	98.0 %	99 %	98 %	85 %
Total Suspended Solids	0.5 mg/l	0.5 mg/l	0.5 mg/l	15 mg/l
Percent Removal	99.0 %	100 %	100 %	85 %
TKN as N	1.2 mg/l	0.5 mg/l	1.8 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) New aeration blower startup with GA Fleet. Blower now in service
- 3) Kinsley serviced generator
- 4) Completed annual I&I management report and sent to NYSDEC

Millbrook WWTP



Millbrook Water 2019 Accomplishments

- 1) Replaced 3 fire hydrants – 2 on Anson Ave and 1 on Nine Partners Ln
- 2) Repaired 6 curb boxes – 23 Merritt, 3580 Rt 44, 19 Elm, Millbrook Manor, 44 Harts Village
- 3) Replaced curb valve @ 3274 Franklin Ave
- 4) Repaired major water leak at County House and Oak Summit
- 5) Located 4 water leaks repaired by owner – Reservoir Dr, Haight Ave, Bennett Pool, Harts Village Rd
- 6) Installed 5 new water meters
- 7) Repaired several non-reading water meters
- 8) Installed new 10-inch valve on the main line to Water Storage Tank for isolation
- 9) Installed 2 new valves on water main @ Haight Ave
- 10) Installed new shed to house controls for water tower
- 11) Installed new service line at water tower for new control shed
- 12) Installed new controls for water tower
- 13) Installed new water main into water storage tank
- 14) Water storage tank cleaned and repainted inside and out
- 15) New online mapping system purchased – Total Mapping Solutions
- 16) Leak Detection study throughout town with NY Rural Water

Millbrook Sewer 2019 Accomplishments

- 1) Repaired tractor and serviced
- 2) Replaced drive unit on clarifier #2. Had the seized unit rebuilt for spare
- 3) Replaced all weirs in both secondary clarifiers at treatment plant. Installed fiberglass weirs in place of old aluminum.
- 4) Cleaned effluent tanks and both secondary clarifiers
- 5) Cleaned 8,477 feet of sewer main on Velletri Way, Reservoir Dr, Church St, Alden Pl, Front St, Franklin Ave, North Ave, Fountain Pl
- 6) Rebuilt 4 manholes – 3 on Haight Ave, 1 on Church St
- 7) Repaired 2 manholes – Church and Millbrook Hollow
- 8) Installed 19 inflow protector covers inside manholes
- 9) Performed annual sewer main video inspections –8,600 feet of main inspected
- 10) Installed new air filters for intake lines on new blowers
- 11) Installed a second new aeration blower, electric, VFD controller.
- 12) New online mapping system purchased and in use – Total Mapping Solutions
- 13) Purchased new Dyna Sand filter
- 14) Annual I&I Management Report submitted to DEC before deadline

Treasurer's Report

VILLAGE OF MILLBROOK TREASURER'S REPORT

PERIOD:

31-Dec-19

	BALANCE 11/30/19	DEPOSITS	DISBURSED	INTEREST	BALANCE 12/31/19
TAX ACCOUNT	\$37,728.89	\$2,531.62	\$27,780.72	\$1.26	\$12,481.05
GENERAL FUND	\$474,080.00	\$52,502.93	\$299,112.54	\$32.24	\$227,502.87
WATER FUND	\$39,109.27	\$66,688.37	\$81,197.35	\$2.92	\$24,603.21
SEWER FUND	\$10,309.42	\$10,389.71	\$11,501.51	\$1.05	\$9,198.67
ACCOUNTS PAYABLE	\$22,438.64	\$234,655.83	\$228,592.28	\$0.00	\$28,502.19
BEDROCK WELL ACCOUNT	\$157,562.56	\$550,000.00	\$12,595.00	\$31.02	\$694,998.58
ESCROW (PLANNING & ZONING)	\$4,707.53	\$0.00	\$95.20	\$0.00	\$4,612.33
HAIGHT TRUST	\$15,665.85	\$0.00	\$0.00	\$2.00	\$15,667.85
LAMONT CHRISTMAS TREE	\$2,456.00	\$0.00	\$0.00	\$0.31	\$2,456.31
MEDICAL DEDUCTIBLE	\$4,516.83	\$27,000.00	\$3,384.56	\$0.00	\$28,132.27
MILLBROOK COMMUNITY DAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MILLBROOK RESTORATION	\$90,756.96	\$0.00	\$255.00	\$7.70	\$90,509.66
NINE PARTNERS TRUST	\$25,265.94	\$0.00	\$0.00	\$3.22	\$25,265.94
PAYROLL ACCOUNT	\$4,316.98	\$64,669.06	\$46,125.63	\$0.00	\$22,860.41
POLICE VEHICLE FUND	\$10,007.07	\$0.00	\$0.00	\$0.85	\$10,007.92
AMBULANCE RESERVE	\$25,017.67	\$0.00	\$0.00	\$2.13	\$25,019.80
RESERVE FOR FIRE TRUCK	\$307,972.97	\$0.00	\$0.00	\$39.23	\$308,012.20
RESERVE FOR HIGHWAY EQUIPMEN	\$6,716.58	\$0.00	\$0.00	\$0.57	\$6,717.15
THORNE BUILDING TRIBUTE GARDEN	\$226,066.70	\$0.00	\$0.00	\$28.80	\$226,095.50
THORNE TRUST	\$25,741.32	\$0.00	\$0.00	\$3.28	\$25,744.60
TREE REPLACEMENT PROGRAM	\$7,652.90	\$0.00	\$0.00	\$0.65	\$7,653.55
TRIBUTE GARDEN DONATIONS	\$10,042.55	\$0.00	\$0.00	\$0.85	\$10,043.40
VILLAGE HALL RESTORATION	\$4,503.08	\$0.00	\$0.00	\$0.38	\$4,503.46
TOTAL	\$1,512,635.71	\$1,008,437.52	\$710,639.79	\$158.46	\$1,810,588.92

Treasurer and Clerk Updates:

- Operating statement, passed out to Board.
- Training- with Karen McLaughlin. Continuing working on Bank Reconciliations and entering in data into Enhanced.
- Answered AUD questions from the State. They had two follow up questions. I am waiting on data from JP Morgan to answer their questions.
- Deputy Clerk and Karen haven scheduled to meet to go over payroll in Enhanced
- Will be attending Cyber Security Seminar with Deputy Clerk on 01/15/2020 at Marist
- Will be working with Karen on setting up budget preparations

Building
Dept.

Dec-19						

[illegible]

Trustee/ Mayor Updates

Trustee Rochfort

Trustee Herzog

Deputy Mayor Collopy

Trustee McGrane

Mayor Rod Brown



Next Board of Trustees Meeting:

January 28