



Board of Trustees Meeting
April 21, 2021 @ 6:00 pm

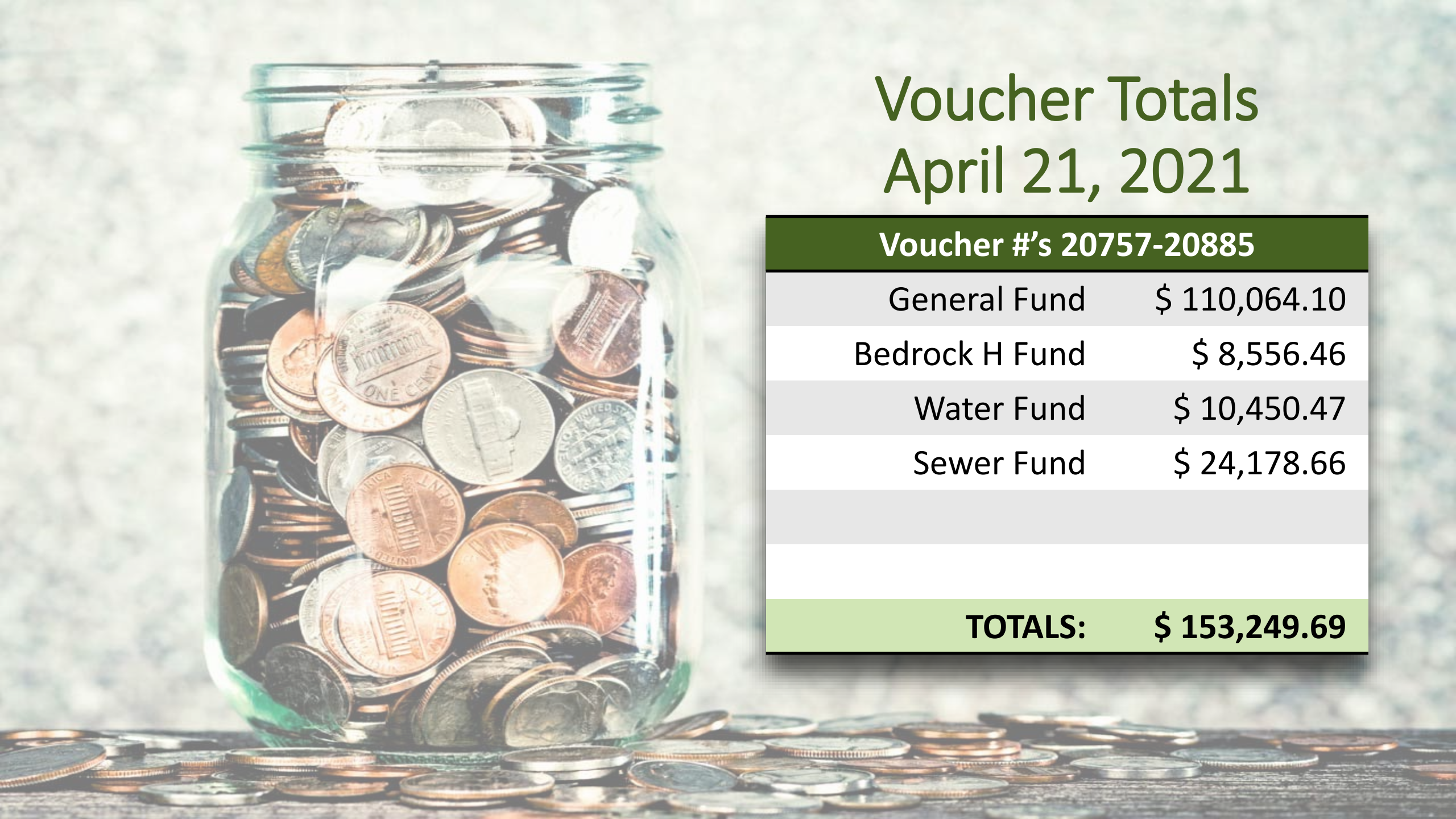
**PLEASE SILENCE
YOUR CELL PHONE**

Agenda

Village of Millbrook
Board of Trustees
Wednesday, April 21, 2021
6:00 PM

1. **Open Meeting:** Pledge of Allegiance & roll call of trustees
2. **Administrative Business:**
 - a. Minutes approval
 - b. Voucher approval
 - i. **Department Head Reminders:** The fiscal year ends 5/31/2021 and we will need all invoices prior to 5/31/2021 by the June meeting to be paid at the June meeting (6/9/2021) so that we can close the books on time and file the Annual Update Report (AUD)
 - c. Highway Truck Bids Opening- 1992 GMC
 - d. Year to Date Budget and Outlook for 2020-2021- Sen. Acct. Clerk McLaughlin
 - i. Where to hold Trust Accounts money
 - e. Public Assembly Permit Applications
 - i. Memorial Day- VFW
 - ii. Knights of Columbus- Eucharistic Procession- June 6th
3. **Department Reports:**
 - a. Fire Department
 - b. Police Department
 - i. Police Reform & Modernization Action Plan- OIC Witt & Dep. Mayor Herzog
 - c. Highway Department
 - d. Water and Sewer
 - e. Treasurer & Building Department
 - f. Attorney
4. **Old Business:**
 - a. N/A
5. **New Business**
 - a. N/A
6. **Board Member Updates:**
 - a. Deputy Mayor Herzog
 - b. Trustee Contino
 - c. Trustee Arbogast
7. **Mayoral Update** – Call for applicants to fill Trustee vacancy
8. **Next board meeting: Wednesday, May 12, 2021 at 6PM**
9. **Adjournment**
10. **Auditing of Bills**





Voucher Totals April 21, 2021

Voucher #'s 20757-20885

General Fund	\$ 110,064.10
Bedrock H Fund	\$ 8,556.46
Water Fund	\$ 10,450.47
Sewer Fund	\$ 24,178.66
TOTALS:	\$ 153,249.69

Millbrook Fire Department

March 2021

73 Incidents Reported

Millbrook Fire Dept	
Automatic Fire Alarm	7
EMS Call	53
Motor Vehicle Accident	6
Structure Fire	2
Brush/Grass Fire	1
Wire Down	1
Good Intent Call	1
Carbon Monoxide Alarm	1
Hazardous Materials	1
TOTALS:	

EMS Responses	
NDP (49-79)	54
MFD Rescue	7
Member Responses	18

Mutual Aid Given	
Fire	3
EMS	5

Mutual Aid Received	
Fire	0
EMS	5

V.M.P.D Monthly Report

March 2021

137 Incidents Reported
(including, but not limited to)

Incident #'s 15320-15457

TRAFFIC		ASSIST OTHER AGENCIES		CRIMINAL ACTIVITY		COMMUNITY SERVICE	
TRAFFIC TICKETS	23	POLICE	11	ARRESTS	2	SUSPICIOUS ACTIVITY	2
PARKING TICKETS	7	FIRE	5	DRUGS	1	ASSIST CITIZEN	1
PROPERTY DAMAGE ACCIDENT	3	EMS	12	CRIMINAL MISCHIEF	3	HOUSE CHECKS	30
VEHICLE & TRAFFIC COMPLAINT	11			DISORDERLY CONDUCT	1	PROPERTY CHECKS	4
DISABLED VEHICLE	4	MILLBROOK CENTRAL	2	TRESPASS	1	BURGLAR ALARMS	4
ROAD HAZARDS	2	T/WASHINGTON COURT	2	NOISE	1	LOST/FOUND PROPERTY	3
				DOMESTIC INCIDENT	1	LOCKOUT	2
						RECORDS REQUEST	3
						CIVIL	2
						FUNERAL DETAIL	1
						ANIMAL COMPLAINT	7
						WELFARE CHECK	2
						MENTAL HEALTH INCIDENT	2
						OTHER	1
TOTALS:	50		32		10		63

Public Works Monthly Report

March 2021



1. Cleaned and discard all unwanted items from Police garage, court room and Village Hall basement
2. Repaired catch basin on Church Street
3. Primed and painted rust areas on truck beds
4. Put up tennis nets
5. Removed all sanders from trucks
6. Poured concrete around Central Hudson poles on Alden and the corner of Franklin sidewalk
7. Serviced mowers
8. Repaired area around water shutoff on Dineen
9. Repaired manhole cover on Church Street
10. Picked up street garbage
11. Patched area around sewer repair on Reservoir
12. Continued pothole repair
13. Brush pick up in full swing
14. Street cleaning and crosswalk painting scheduled for May
15. Paving of Bennett and Exmoor scheduled for June 27th

Monthly Water Report

March 2021

	March	February	January
Total Water Produced	4,455,653	3,788,740	4,267,000
Average Daily Flow	143,700	135,300	137,600
Peak Day Flow	177,198	152,166	195,000

Sampling Results:

	March	February	January
Total Coliform	Absent	Absent	Absent

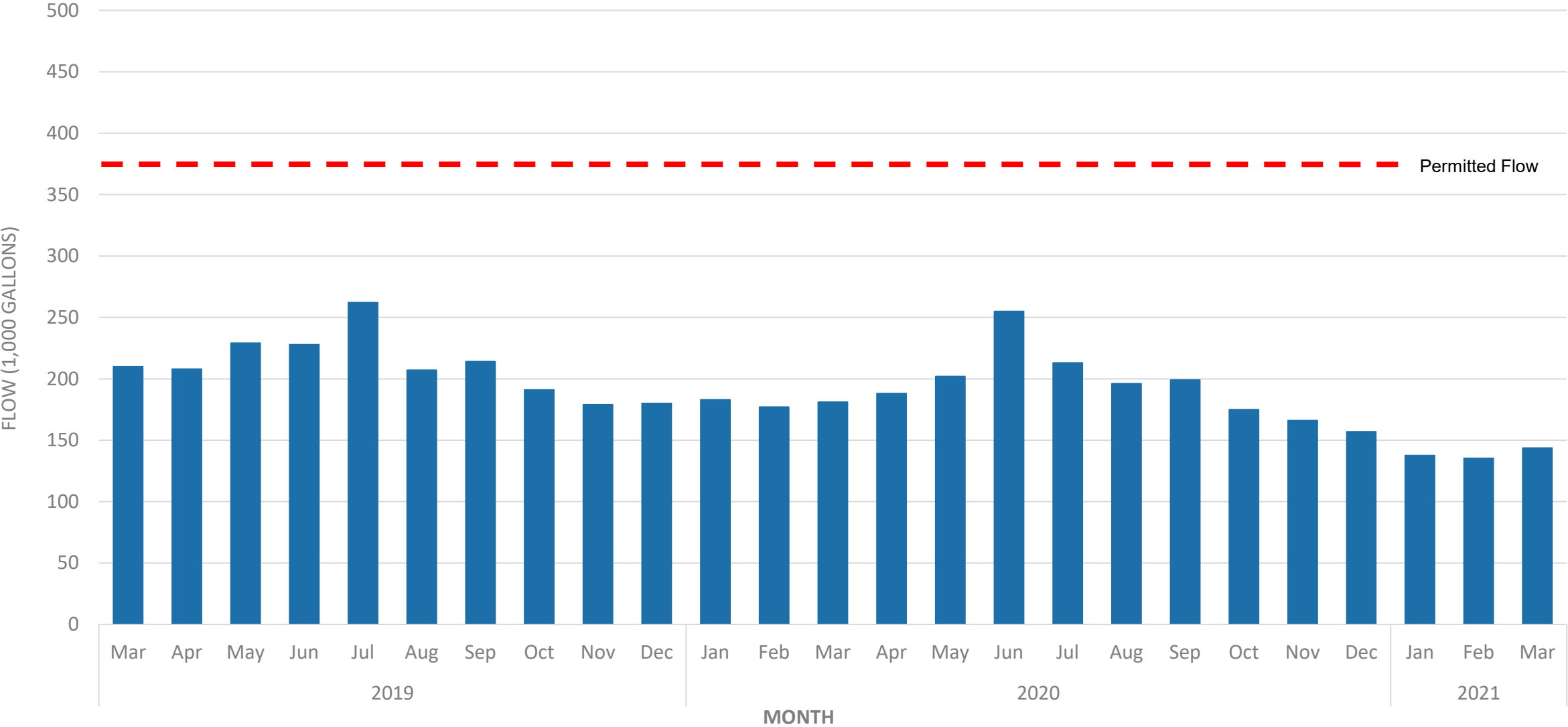
* Results not in compliance

Comments:

1. Monthly sampling and maintenance
2. Repaired 4 water meters and replaced 2 other meters
3. Read all water meters
4. Fire extinguishers service by CryoWeld
5. Adams Fence replaced damaged fence post for new gate. Gate is on order.

Millbrook Water

■ Average Daily Flow



Monthly Sewer Report

March 2021

	March	February	January	Permit Limit
Total Effluent Flow	5,342,726	3,989,439	5,126,019	N/A
Average Daily Flow	172,300	142,480	165,300	N/A
12-Month Rolling AVG	153,000	152,000	158,000	250,000
Peak Daily Flow	223,292	224,034	225,400	N/A
Precipitation <i>(inches as liquid)</i>	2.5	4.3	1.4	N/A

SPDES Permit Samples: (mg/l)

	March	February	January	Permit Limit
BOD	3.6 mg/l	3.3 mg/l	2.7 mg/l	15 mg/l
Percent Removal	98%	98%	99%	85%
Total Suspended Solids	1.8 mg/l	3.4 mg/l	1.5 mg/l	15 mg/l
Percent Removal	99%	97%	99%	85%
TKN as N	1 mg/l	1.3 mg/l	1 mg/l	8 mg/l
Fecal Coliform	N/A	N/A	N/A	200/100 ml

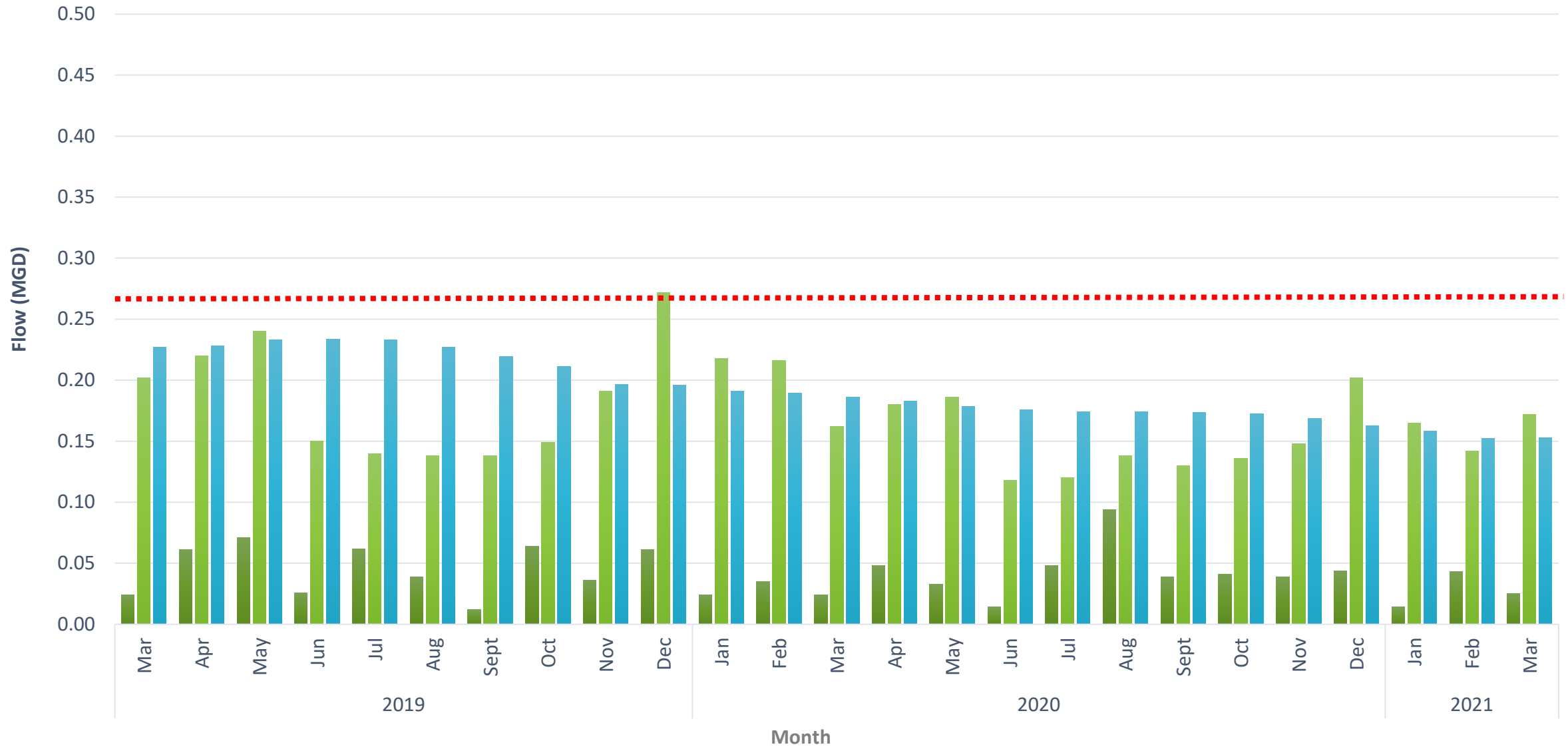
* Exceeds permit limit

Comments:

1. Performed all monthly sampling and maintenance
2. Cleaned filter beds
3. Pumped sludge to drying bed
4. Cleaned out clarifier #1 - inspected drive shaft bearings and repaired flight chain. Need to replace bearing for drive shaft
5. Flow Tech performed annual flow meter calibration
6. CryoWeld serviced all fire extinguishers
7. Cleaned up yard from winter

Millbrook WWTP

Precipitation Monthly Average Flow 12 Month rolling average flow



Treasurer's Report: March 2021

	03/01/21	DEPOSITS	DISBURSED	INTEREST	03/31/21
TAX ACCOUNT	\$36,721.03	\$0.00	\$20,000.00	\$2.30	\$16,723.33
GENERAL FUND	\$28,854.90	\$668,758.43	\$230,452.25	\$23.24	\$467,184.32
WATER FUND	\$86,489.75	\$13,512.37	\$16,096.14	\$7.14	\$83,913.12
SEWER FUND	\$99,671.49	\$14,567.84	\$15,940.19	\$8.48	\$98,307.62
ACCOUNTS PAYABLE	\$4,093.87	\$286,502.95	\$256,440.38	\$0.00	\$34,156.44
BEDROCK WELL ACCOUNT	\$34,691.83	\$0.00	\$0.00	\$2.94	\$34,694.77
ESCROW (PLANNING & ZONING)	\$3,552.87	\$0.00	\$256.94	\$0.00	\$3,295.93
HAIGHT TRUST	\$15,681.50	\$0.00	\$0.00	\$0.67	\$15,682.17
LAMONT CHRISTMAS TREE	\$2,458.45	\$0.00	\$0.00	\$0.10	\$2,458.55
MEDICAL DEDUCTIBLE	\$16,042.88	\$20,000.00	\$538.60	\$0.00	\$35,504.28
MILLBROOK RESTORATION	\$69,101.67	\$0.00	\$0.00	\$5.87	\$69,107.54
NINE PARTNERS TRUST	\$25,291.19	\$0.00	\$0.00	\$1.07	\$25,292.26
PAYROLL ACCOUNT	\$8,997.89	\$41,434.68	\$41,794.64	\$0.00	\$8,637.93
POLICE VEHICLE FUND	\$55,357.77	\$0.00	\$40,973.20	\$2.91	\$14,387.48
AMBULANCE RESERVE	\$35,058.04	\$0.00	\$0.00	\$2.98	\$35,061.02
RESERVE FOR FIRE TRUCK	\$2,513.76	\$60,000.00	\$0.00	\$1.18	\$62,514.94
RESERVE FOR HIGHWAY EQUIP	\$110,795.75	\$0.00	\$108,372.52	\$4.55	\$2,427.78
TENNIS COURTS	\$9,743.68	\$0.00	\$0.00	\$0.82	\$9,744.50
THORNE TRUST	\$25,767.04	\$0.00	\$0.00	\$1.09	\$25,768.13
TREE REPLACEMENT PROGRAM	\$7,660.44	\$0.00	\$0.00	\$0.33	\$7,660.77
TRIBUTE GARDEN DONATIONS	\$10,055.10	\$0.00	\$0.00	\$0.86	\$10,055.96
VILLAGE HALL RESTORATION	\$6,010.08	\$0.00	\$0.00	\$0.51	\$6,010.59
TOTAL	\$694,610.98	\$1,104,776.27	\$730,864.86	\$67.04	\$1,068,589.43

Treasurer and Clerk Updates:

- Monthly Operating Statement emailed to the Board
- Budget passed and adopted 4.7.2021- Good work everyone!
- Submitted Tax Cap Compliance and Constitutional Tax Limit forms to NYS
- Submitted LL#1 of 2021- Tax Override to State
- Set up new bank account for Repair Reserve
- Will be working with Mayor, Senior Acct Clerk and Deputy Clerk for Budget Adjustments for May meeting
- Continuing 2021-2022 Tax preparations
- Gearing up for Annual Update Document (AUD) report

Building Department Report

March 2021

Description	Entry Date	Amount	JE Number
BP 21-08 5 Alden Terr	3.3.21	\$90.00	1527
BP 21-09 39 Merritt	3.3.21	\$125.00	1527
BP 21-10 29 Alden Terr	3.3.21	\$90.00	1547
Sign Permit- Himalayan Spa Studio	3.9.21	\$20.00	1547
MS 21-05- 3 Manor Dr	3.22.21	\$125.00	1556
Mollela Permit (Issued in April)	3.31.21	\$125.00	1563
River City MS (Issued in April)	3.31.21	\$125.00	1563
River City MS (Issued in April)	3.31.21	\$125.00	1563
TOTAL:		\$ 825.00	

Building Department

- Building Permits Issued: 3
- Sign Permit: 1
- Certificate of Occupancy: 0
- Certificate of Compliance: 2
- Certificate of Use: 0
- Municipal Searches: 1
- Planning & ZBA
- Planning Board:
Meeting for April has been
Cancelled- Due to Lack of Agenda
- ZBA:
No new updates

Board of Trustee Updates

Mayor Collopy

Deputy Mayor Herzog

Trustee Contino

Trustee Arbogast





Next Board of Trustees Meeting:

Wednesday, May 12, 2021 at 6:00 pm

Regular Business Meeting