



Board of Trustees Meeting
May 12, 2021 @ 6:00 pm

**PLEASE SILENCE
YOUR CELL PHONE**

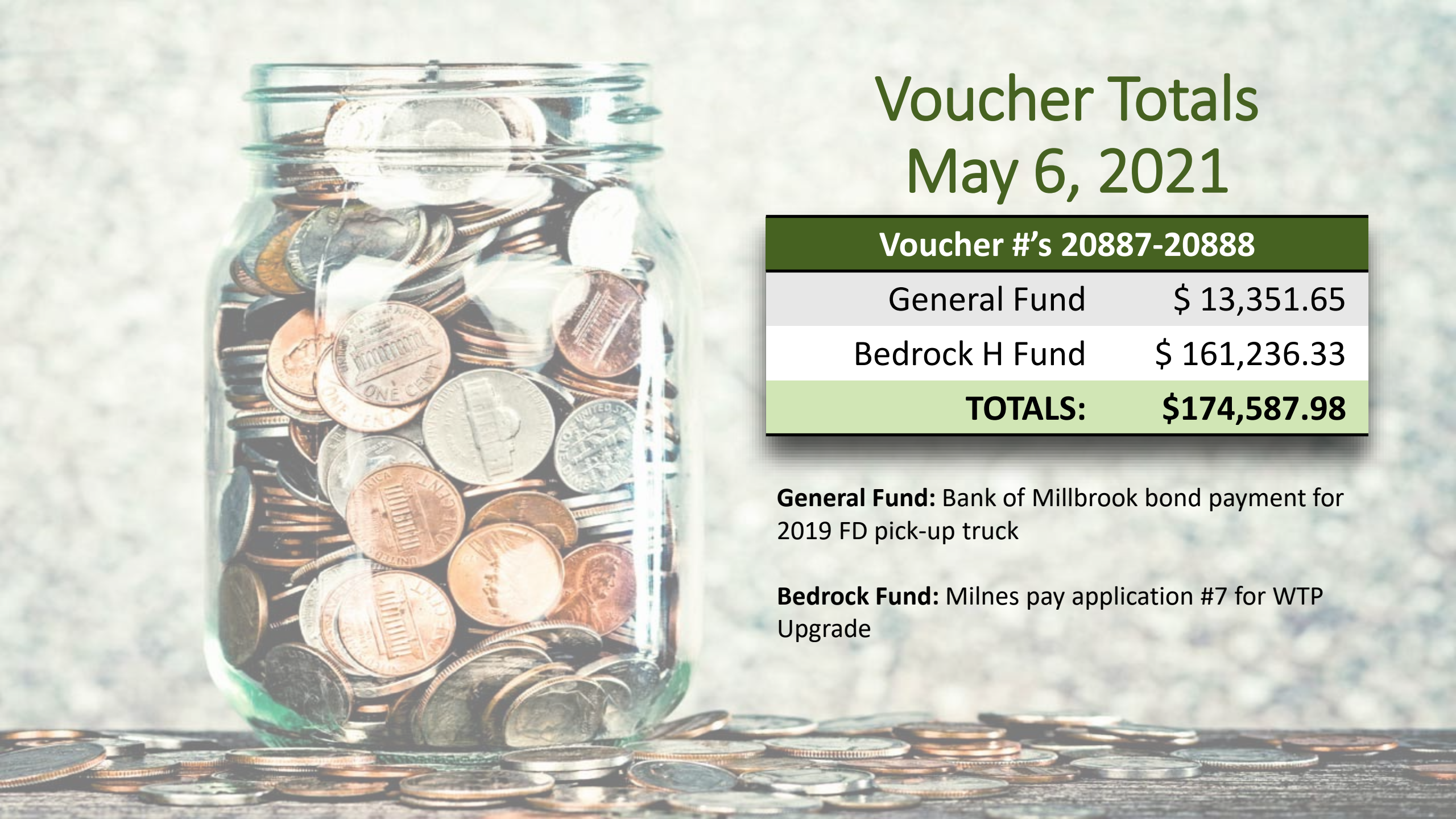
Agenda

Village of Millbrook
Board of Trustees

Wednesday, May 12, 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 Reminder: The fiscal year ends 5/31/2021 and we will need all invoices prior to 5/31/2021 so they can be paid at the June meeting (6/9/2021) and close the books on time**
3. **Department Reports:**
 - a. Fire & Rescue
 - b. Police incl. Police Reform & Modernization Action Plan
 - c. Highway
 - i. Streetlights
 - d. Water and Sewer
 - e. Treasurer
 - i. YE outlook
 - ii. Trust funds transfer
 - f. Building
 - i. PB request – M. Anderson
 - g. Attorney
4. **Old Business - status:**
 - a. Sidewalks
 - b. Thorne Building transfer
 - c. Trustee appointment
 - d. Tennis Court resurfacing
 - e. Gazebo
5. **New Business**
 - a. MB G&T Club fireworks 7/3/2021 (RD 7/4/2021)
 - b. HBO filming in MB
6. **Public Comments**
7. **Board Member Updates:**
 - a. Deputy Mayor Herzog
 - b. Trustee Contino
 - c. Trustee Arbogast
8. **Mayor Update**
9. **Next board meeting: Wednesday, June 9, 2021 at 6PM**
10. **Executive Session – personnel issues**
11. **Adjournment**
12. **Auditing of Bills**





Voucher Totals May 6, 2021

Voucher #'s 20887-20888

General Fund	\$ 13,351.65
Bedrock H Fund	\$ 161,236.33
TOTALS:	\$174,587.98

General Fund: Bank of Millbrook bond payment for 2019 FD pick-up truck

Bedrock Fund: Milnes pay application #7 for WTP Upgrade



Voucher Totals May 12, 2021

Voucher #'s 20757-20978

General Fund	\$ 57,013.53
Water Fund	\$ 11,214.10
Sewer Fund	\$ 22,675.31
Millbrook Restoration	\$ 255.00
TOTALS:	\$91,157.94

Millbrook Fire Department

April 2021

77 Incidents Reported

Millbrook Fire Dept	
Automatic Fire Alarm	8
EMS Call	55
Motor Vehicle Accident	3
Structure Fire	1
Brush/Grass Fire	2
Wire Down	2
Good Intent Call	1
Standby	2
Carbon Monoxide Alarm	2
Service Call	1
TOTALS:	77

EMS Responses	
NDP (49-79)	51
MFD Rescue	4
Member Responses	25

Mutual Aid Given	
Fire	0
EMS	12

Mutual Aid Received	
Fire	0
EMS	2

V.M.P.D Monthly Report

April 2021

109 Incidents Reported

(including, but not limited to)

Incident #'s 15458-15567

TRAFFIC		ASSIST OTHER AGENCIES		CRIMINAL ACTIVITY		COMMUNITY SERVICE	
Traffic Tickets	10	Police	7	Arrests	1	Suspicious Activity	2
Parking Tickets	10	Fire Department	7	Domestic Incident	3	Assist Citizen	3
Property Damage Accident	5	EMS	12	Disorderly Conduct	3	House Checks	11
Personal Injury Accident	1			Trespass	3	Property Checks	2
Vehicle & Traffic Complaint	10	Town of Washington Court	2			Burglar Alarms	3
Parking Complaint	2					Lost/Found Property	4
Road Hazards	2					Lockout	1
						Records Request	6
						Civil	3
						Animal Complaint	2
						Millbrook Marathon	1
TOTALS:		40	28	10		38	

Public Works Monthly Report

April 2021



1. Repaired escape grate at Village Hall
2. Repaired manhole cover on North Ave
3. Removed damaged streetlight on Franklin Ave, Millbrook Electric reinstalled new light
4. Street sweeping was performed by East Coast road maintenance
5. Cleaned out Jailhouse building
6. Mowed and trimmed all village properties
7. Did clean up around Village Hall
8. Picked up new flower barrels
9. Put out all flower barrels on Franklin Ave
10. Picked up flowers from Millbrook Gardens and placed into flower barrels
11. Began trimming low hanging branches
12. 4 problem trees removed by Out on a Limb
13. 1992 Top Kick sold at auction
14. Brush continues through May 31
15. New roof installed on rear bunker of Village Hall
16. Planted flowers and mulched around flagpole at Village Hall
17. Filled various potholes around village
18. New furnace being installed at Village Hall

Monthly Water Report

April 2021

	April	March	February
Total Water Produced	4,983,911	4,455,653	3,788,740
Average Daily Flow	166,100	143,700	135,300
Peak Day Flow	262,736	177,198	152,166

Sampling Results:

	April	March	February
Total Coliform	Absent	Absent	Absent

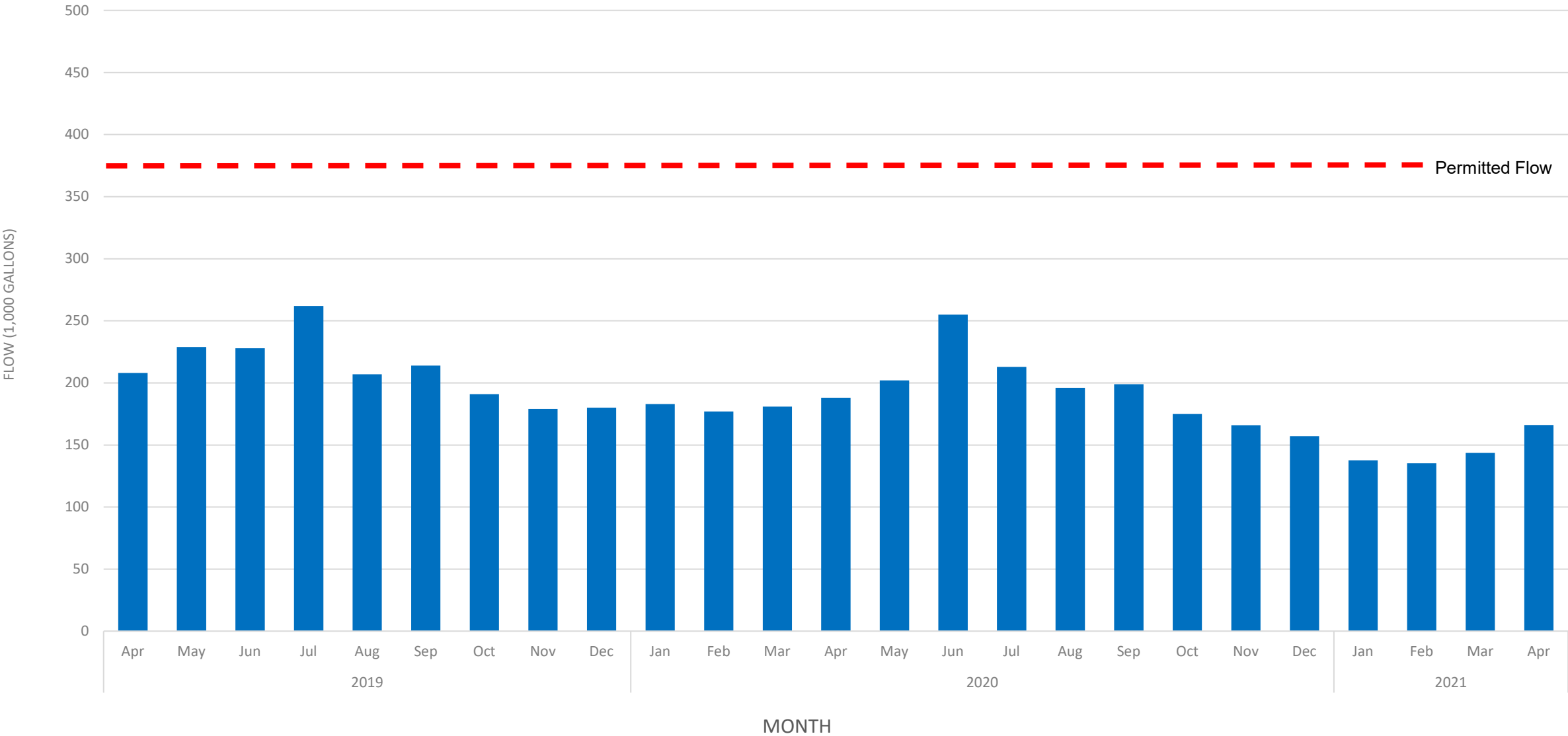
* Results not in compliance

Comments:

1. Monthly sampling and maintenance
2. DOH inspection of new facility - certificate of project completion delivered
3. Gate replaced by Adams Fence
4. Flushed fire hydrants - 3 taken out of service
5. Investigating pressure issue on Alden

Millbrook Water

Average Daily Flow



Monthly Sewer Report

April 2021

	April	March	February	Permit Limit
Total Effluent Flow	4,658,588	5,342,726	3,989,439	N/A
Average Daily Flow	155,300	172,300	142,480	N/A
12-Month Rolling AVG	151,000	153,000	152,000	250,000
Peak Daily Flow	187,378	223,292	224,034	N/A
Precipitation <i>(inches as liquid)</i>	3.6	2.5	4.3	N/A

SPDES Permit Samples: (mg/l)

	April	March	February	Permit Limit
BOD	2.4 mg/l	3.6 mg/l	3.3 mg/l	15 mg/l
Percent Removal	99%	98%	98%	85%
Total Suspended Solids	1 mg/l	1.8 mg/l	3.4 mg/l	15 mg/l
Percent Removal	100%	99%	97%	85%
TKN as N	1 mg/l	1 mg/l	1.3 mg/l	8 mg/l
Fecal Coliform	N/A	N/A	N/A	200/100 ml

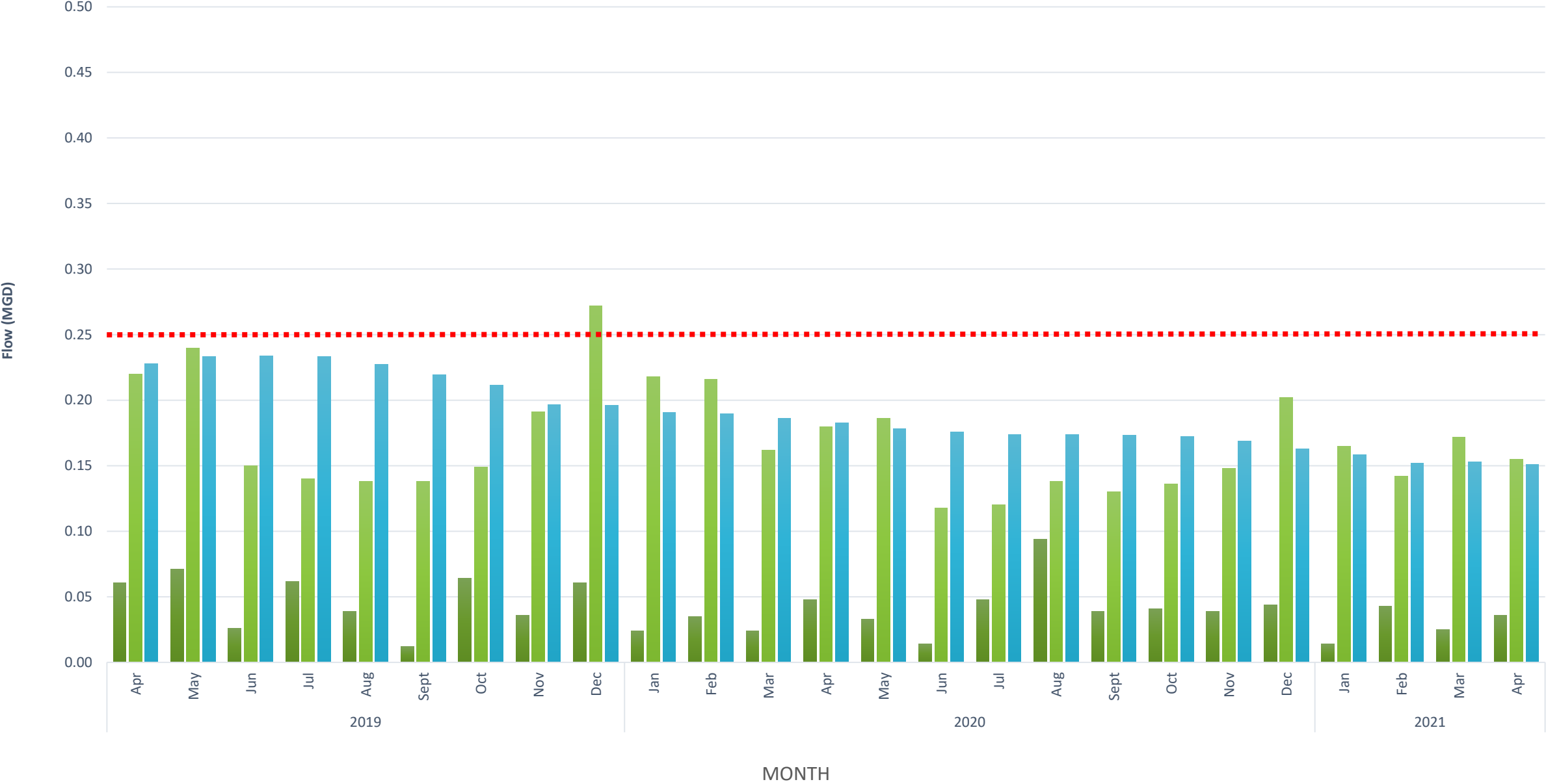
* Exceeds permit limit

Comments:

1. Performed all monthly sampling and maintenance
2. EarthCare hauled sludge
3. Clarifier #1 down again. Removed damaged flights and put back into service. Awaiting parts to repair
4. Cleaned filter beds
5. EPA to perform collection system inspection in June

Millbrook WWTP

Precipitation Monthly Average Flow 12 Month rolling average flow



Treasurer's Report: April 2021

	04/01/21	DEPOSITS	DISBURSED	INTEREST	04/30/21
TAX ACCOUNT	\$16,723.33	\$0.00	\$0.00	\$1.37	\$16,724.70
GENERAL FUND	\$467,184.32	\$30,929.56	\$151,177.17	\$35.46	\$346,972.17
WATER FUND	\$83,913.12	\$8,207.94	\$16,024.33	\$6.68	\$76,103.41
SEWER FUND	\$98,307.62	\$7,098.19	\$28,575.55	\$7.73	\$76,837.99
ACCOUNTS PAYABLE	\$34,156.44	\$153,249.69	\$109,604.48	\$0.00	\$77,801.65
BEDROCK WELL ACCOUNT	\$34,694.77	\$285,000.00	\$8,556.46	\$4.23	\$311,142.54
ESCROW (PLANNING & ZONING)	\$3,295.93	\$0.00	\$0.00	\$0.00	\$3,295.93
HAIGHT TRUST	\$15,682.17	\$0.00	\$0.00	\$0.64	\$15,682.81
LAMONT CHRISTMAS TREE	\$2,458.55	\$0.00	\$0.00	\$0.11	\$2,458.66
MEDICAL DEDUCTIBLE	\$35,504.28	\$0.00	\$9.75	\$0.00	\$35,494.53
MILLBROOK RESTORATION	\$69,107.54	\$0.00	\$0.00	\$5.68	\$69,113.22
NINE PARTNERS TRUST	\$25,292.26	\$0.00	\$0.00	\$1.04	\$25,293.30
PAYROLL ACCOUNT	\$8,637.93	\$41,112.81	\$41,551.95	\$0.00	\$8,198.79
POLICE VEHICLE FUND	\$14,387.48	\$0.00	\$0.00	\$1.18	\$14,388.66
AMBULANCE RESERVE	\$35,061.02	\$0.00	\$35,061.02	\$2.40	\$2.40
RESERVE FOR FIRE TRUCK	\$62,514.94	\$0.00	\$0.00	\$2.57	\$62,517.51
RESERVE FOR HIGHWAY EQUIP	\$2,427.78	\$2,100.00	\$0.00	\$0.00	\$4,527.78
FIRE/ RESCUE REPAIR RESERVE	\$35,061.02	\$0.00	\$0.00	\$0.05	\$35,061.07
TENNIS COURTS	\$9,744.50	\$250.11	\$0.11	\$0.81	\$9,995.31
THORNE TRUST	\$25,768.13	\$0.00	\$0.00	\$1.06	\$25,769.19
TREE REPLACEMENT PROGRAM	\$7,660.77	\$0.00	\$0.00	\$0.31	\$7,661.08
TRIBUTE GARDEN DONATIONS	\$10,055.96	\$0.00	\$0.00	\$0.82	\$10,056.78
VILLAGE HALL RESTORATION	\$6,010.59	\$0.00	\$0.00	\$0.49	\$6,011.08
TOTAL	\$1,103,650.45	\$527,948.30	\$390,560.82	\$72.63	\$1,241,110.56

Treasurer and Clerk Updates:

- Monthly Operating Statement emailed to the Board
- Opened Fire/ Rescue Reserve Acct – Transferred \$ from Ambulance Reserve
- Rec'd EFC Grant \$ - \$285000
- Established a PayPal Acct. for Village Donations- Tennis Courts
- Submitted Tax Levy sheet to DC – bills to be printed soon

Building Department Report

April 2021

Description- 002590.01.000.00	Entry Date	Amount	JE Number
BP 21-11 134 Maple	4.6.2021	\$75.00	1564
MS 125 Church St	4.6.2021	\$125.00	1564
MS 10 Old Orchard	4.6.2021	\$125.00	1564
BP 24 Merritt	4.6.2021	\$190.00	1564
BP 53 Elm	4.8.2021	\$65.00	1566
BP 24 North Ave	4.22.2021	\$90.00	1600
BP 25 Reservoir Dr	4.22.2021	\$800	1600
BP 25 Reservoir Dr	4.22.2021	\$90	1600
TOTAL:		\$ 1560	

Building Department

- Building Permits Issued: 6
- Sign Permit: 0
- Certificate of Occupancy: 0
- Certificate of Compliance: 1
- Certificate of Use: 0
- Municipal Searches: 4
- Planning & ZBA
- Planning Board:
May meeting cancelled- lack of agenda
- ZBA:
May meeting cancelled- lack of agenda
-



Tennis Court Resurfacing Project

So far, we have raised **\$11,459.93**
Thank you to all who have donated!

To Donate Visit:
villageofmillbrookny.com/tennis

Board of Trustee Updates

Mayor Collopy

Deputy Mayor Herzog

Trustee Contino

Trustee Arbogast



Executive Session Topics:

Trustee
Candidates

Personnel





Next Board of Trustees Meeting:

Wednesday, June 9, 2021 at 6:00 pm

Regular Business Meeting