



Board of Trustees Meeting
July 14, 2021 @ 6:00 pm

**PLEASE SILENCE
YOUR CELL PHONE**

Agenda

Village of Millbrook

Board of Trustees

Wednesday, July 14, 2021

6:00 PM

1. **Open Meeting:** Pledge of Allegiance & roll call of trustees
2. **Administrative Business:**
 - a. Minutes approval
 - b. Voucher approval
 - c. Need feedback re: driver info & safety audit actions
 - d. Propose future meetings at Fire House
3. **Department Reports:**
 - a. Fire & Rescue
 - b. Police
 - i. Police Reform & Modernization Action Plan updates
 - ii. Speed signs
 - iii. Handbook change for police holiday pay
 - c. Highway
 - i. Parking on Church
 - d. Water & Sewer
 - i. Resolution 2021-013 to approve new connection request
 - e. Treasurer
 - i. Closure of fiscal year 2020-2021
 - ii. Resolution 2021-014- Escrow transfer to General
 - f. Attorney
 - i. Resolution 2021-015- Thorne Building
4. **Old Business - status:**
 - a. Sidewalks: proposal from R Rennia
 - b. Tennis Court resurfacing
5. **New Business**
 - a. Code update: Resolutions 2021 009-012
 - b. Public Assembly Permit approval for HBO filming
6. **Public Comments**
7. **Board Member Updates:**
 - a. Deputy Mayor Herzog
 - i. Shade tree policy & memo response
 - b. Trustee Contino
 - c. Trustee Arbogast
 - d. Trustee Anson
8. **Mayor Update**
9. **Next board meeting: Wednesday, August 11, 2021 at 6PM**
10. **Adjournment**





Voucher Totals May 31, 2021

Voucher #'s 21066-21077

General Fund*	\$ 3748.01
Water Fund*	\$ 8290.30
Sewer Fund	\$ 6190.35
TOTALS:	\$15,045.53

* Totals include visa bill payment made before the July 1st due date which was approved by the mayor.



Voucher Totals July 14, 2021

Voucher #'s 21078-21160

General Fund	\$ 126,677.00
Bedrock Wells	\$ 2,950.77
Water Fund	\$ 36,854.10
Sewer Fund	\$ 25,174.18
TOTALS:	\$ 191,656.05

Millbrook Fire Department

June 2021

106 Incidents Reported

Millbrook Fire Dept	
Automatic Fire Alarm	14
EMS Call	82
Motor Vehicle Accident	4
Appliance Fire	1
Wires Down	1
Carbon Monoxide Alarm	2
Good Intent Call	2
TOTALS:	106

EMS Responses	
NDP (49-79)	78
MFD Rescue	9
Member Responses	36

Mutual Aid Given	
Fire	0
EMS	16

Mutual Aid Received	
Fire	0
EMS	7

V.M.P.D Monthly Report

June 2021

131 Incidents Reported
(including, but not limited to)

Incident #'s 15702-15833

TRAFFIC		ASSIST OTHER AGENCIES		CRIMINAL ACTIVITY		COMMUNITY SERVICE	
Traffic Tickets	7	NY State Police	7	Arrests	1	Suspicious Activity	2
Parking Tickets	8	DC Sheriff's Office	2	Domestic Incident	1	Assist Citizen	3
Property Damage Acc	4	Fire Department	6	Disorderly Conduct	4	House Checks	4
Vehicle & Traffic Complaint	10	Ems	20	Harassment	4	Property Checks	3
Parking Complaint	1			Criminal Trespass	1	Burglar Alarms	4
Disabled Vehicles	1	Town of Washington Court	2			Lost/Found Property	5
Road Hazards	3	Millbrook Central School District	3	Order Protection	1	Lockout	1
						Records Request	11
						Civil	1
						Animal Complaint	8
						Mental Health	2
						Noise	2
						Unattended Child	1
						Welfare Check	1
						Explosion Heard	2
						St. Joseph's Eucharist	1

Public Works Monthly Report

June 2021

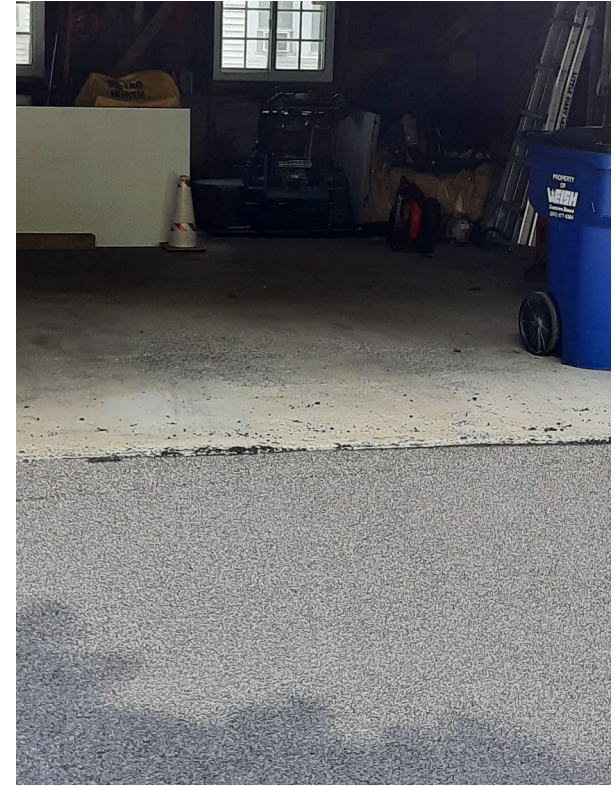


1. Picked up 2nd Monday of the month brush
2. Removed downed trees on Nine Partners, Exmoore Ln, Maple Ave & Water Plant
3. Continued weed killing
4. Milled and paved Cullen Lane, Bennett Commons & Exmoore Ln
5. Dug drainage ditch on Exmoore Ln
6. Cleared out drainage ditch on Bennett Commons & 343
7. Mowed & trimmed all properties
8. Repainted firehouse guide lines
9. Trimmed trees on Exmoore Ln
10. Serviced scag lawn mowers
11. Painted newly installed Village Hall front door
12. Filled dog stations
13. Picked up village garbage
14. Picked up & installed new catch basin frame & grate on Bennett Commons

Milling & Paving *Cullen Lane*



Milling & Paving *Cullen Lane*



Milling & Paving *Bennett Commons*



Monthly Water Report

June 2021

	June	May	April
Total Water Produced	5,764,631	5,955,774	4,983,911
Average Daily Flow	192,200	192,100	166,100
Peak Day Flow	260,855	368,374	262,736

Sampling Results:

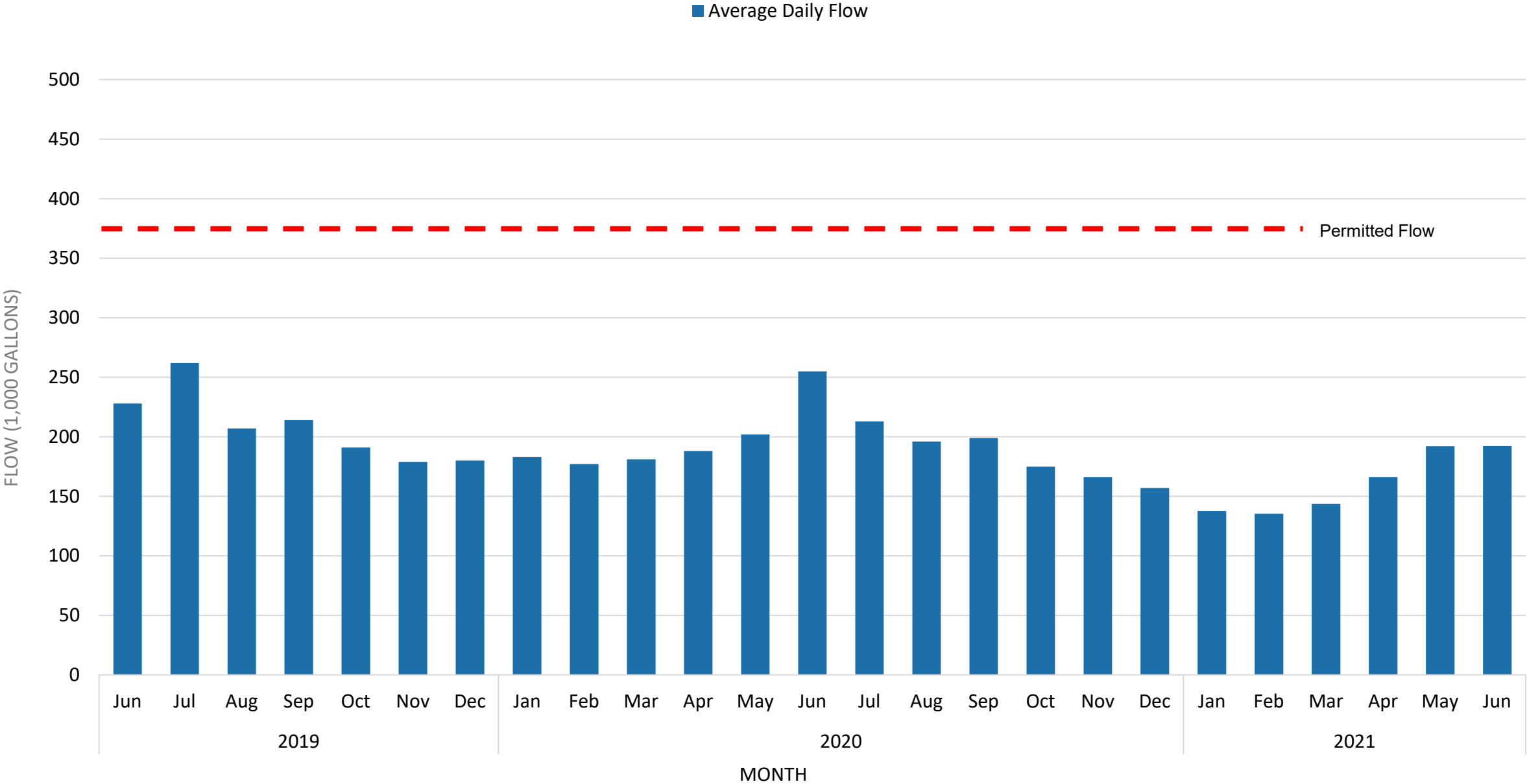
	June	May	April
Total Coliform	Absent	Absent	Absent

* Results not in compliance

Comments:

1. Monthly sampling and maintenance
2. Resolved pressure issue on Alden Place. Found partially closed valve. Opened valve completely and pressure is back to normal
3. Town of Washington fixed driveway at water plant
4. Water leak on Old Route 82. Leak was on 1 inch service line. Replaced damaged section of pipe.
5. Installed new 8-inch water main valve on line off Carol Blvd
6. Read all water meters

Millbrook Water



Monthly Sewer Report

June 2021

	June	May	April	Permit Limit
Total Effluent Flow	4,162,140	4,518,552	4,658,588	N/A
Average Daily Flow	138,700	145,760	155,300	N/A
12-Month Rolling AVG	149,000	148,000	151,000	250,000
Peak Daily Flow	170,232	190,111	187,378	N/A
Precipitation <i>(inches as liquid)</i>	3.6	5.9	3.6	N/A

SPDES Permit Samples: (mg/l)

	June	May	April	Permit Limit
BOD	2.4 mg/l	4.2 mg/l	2.4 mg/l	15 mg/l
Percent Removal	98%	96%	99%	85%
Total Suspended Solids	1 mg/l	1.1 mg/l	1 mg/l	15 mg/l
Percent Removal	99 %	99%	100%	85%
TKN as N	1 mg/l	1 mg/l	1 mg/l	8 mg/l
Fecal Coliform	2/100 ml	1/100 ml	N/A	200/100 ml

* Exceeds permit limit

Comments:

1. Performed all monthly sampling and maintenance
2. EPA inspection - all went well. Letter and report forthcoming
3. Flushed sewer main in Millbrook Hollow due to sewer odors. Installed inflow protector covers in 2 manholes.
4. Will flush all mains during annual cleaning this year.

Millbrook WWTP



Treasurer's Report: June 2021

	6/01/2021	DEPOSITS	DISBURSED	INTEREST	06/31/2021
TAX ACCOUNT	\$16,726.12	\$794,344.27	\$16,726.12	\$30.03	\$794,374.30
GENERAL FUND	\$370,217.30	\$36,494.37	\$178,636.40	\$24.86	\$228,100.13
WATER FUND	\$73,822.30	\$16,875.12	\$15,827.75	\$6.26	\$74,875.93
SEWER FUND	\$47,021.56	\$15,088.81	\$16,882.80	\$3.62	\$45,231.19
ACCOUNTS PAYABLE	\$3,751.83	\$244,914.99	\$241,025.61	\$0.00	\$7,641.21
BEDROCK WELL ACCOUNT	\$146,819.05	\$0.00	\$99,084.67	\$6.63	\$47,741.01
ESCROW (PLANNING & ZONING)	\$3,295.93	\$0.00	\$0.00	\$0.00	\$3,295.93
HNL TRUST	\$43,435.59	\$1.03	\$0.00	\$1.79	\$43,438.41
MEDICAL DEDUCTIBLE	\$33,306.39	\$0.00	\$988.93	\$0.00	\$32,317.46
MILLBROOK RESTORATION	\$68,864.08	\$0.00	\$0.00	\$5.66	\$68,869.74
PAYROLL ACCOUNT	\$8,195.70	\$60,924.21	\$51,223.35	\$0.00	\$17,896.56
POLICE VEHICLE FUND	\$14,389.88	\$0.00	\$0.00	\$1.18	\$14,391.06
AMBULANCE RESERVE	\$2.40	\$0.00	\$2.40	\$0.00	\$0.00
RESERVE FOR FIRE TRUCK	\$62,520.16	\$0.00	\$0.00	\$2.57	\$62,522.73
RESERVE FOR HIGHWAY EQUIPMENT	\$4,527.78	\$0.00	\$0.00	\$0.00	\$4,527.78
FIRE/ RESCUE REPAIR RESERVE	\$35,064.47	\$2.40	\$0.00	\$2.89	\$35,069.76
TENNIS COURTS	\$17,518.79	\$3,517.30	\$0.00	\$1.68	\$21,037.77
THORNE TRUST	\$25,770.28	\$0.00	\$0.00	\$1.06	\$25,771.34
TREE REPLACEMENT PROGRAM	\$7,661.41	\$0.00	\$0.00	\$0.31	\$7,661.72
TRIBUTE GARDEN DONATIONS	\$10,057.64	\$0.00	\$0.00	\$0.82	\$10,058.46
TOTAL	\$992,968.66	\$1,172,162.50	\$620,398.03	\$89.36	\$1,544,822.49

Treasurer and Clerk Updates:

- **Admin: Monthly Operating Statement** emailed to the Board.
- **Annual Update Document (AUD):** Once 2020/2021 Fiscal Year is closed, Senior Acct. Clerk and Clerk will be able to start plugging numbers in to the report
- **Taxes To-Date Collected:**

\$1,016,591.35	93.72%
-----------------------	---------------
- **Unpaid:**

\$68,022.63	6.27%
--------------------	--------------
- **TOW SBA's Collected: \$4,833.88**

Building Department Report

June 2021

Description- 002590.01.000.00	Entry Date	Amount	JE Number
BP 21-26 39 Merritt Ave	6.8.2021	90.00	1627
BP 21-27 19 Haight Ave	6.15.2021	300.00	1731
MS 33 Nine Partners Ln	6.15.2021	125.00	1731
MS 134-138 Church	6.24.2021	150.00	1775
MS 53 Elm	6.24.2021	150.00	1775
MS 72 Front	6.24.2021	125.00	1775
BP 70 Front	6.24.2021	400.00	1775
BP 3328	6.25.2021	65.00	1776
BP 3169 Franklin	6.25.2021	200.00	1711
TOTAL:		\$ 1480.00	

Building Department

- Building Permits Issued: 4
- Sign Permit: 0
- Certificate of Occupancy: 5
- Certificate of Compliance: 2
- Certificate of Use: 0
- Municipal Searches: 4
- Planning & ZBA
- Planning Board:
Meeting on 7.20.21
Agenda to be posted
- ZBA:
No meeting scheduled



Tennis Court Resurfacing Project

So far, we have raised \$ **23,410.89**
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

Trustee Leslie Anson





Next Board of Trustees Meeting:

Wednesday, August 11, 2021 at 6:00 pm

Regular Business Meeting

NEW LOCATION!

Millbrook Firehouse

20 Front Street, Millbrook