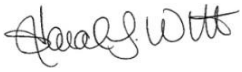
Village of Millbrook Board of Trustees

Millbrook Firehouse-20 Front Street Millbrook NY, 12545

September 14, 2021

1. **Roll Call:** Mayor Collopy, Deputy Mayor Herzog, Trustee Anson, Trustee Contino, Trustee Arbogast, Robert Collocola Public Works Supervisor (PWS), Ted Bownas (Fire Department Chief), Matt Rochfort (FD President) Officer Witt (OIC), Scott Osborn (VRI), Attorney Mackey, and Clerk Witt
2. **Open meeting – 6:00 PM with Pledge of Allegiance.** Moment of Silence for the passing of past Board member, Kyle Van De Water. Moment of Silence for the victims of 9/11.
3. **Administrative Business:**
   Agenda items discussed: COVID safety at BOT meetings and meeting minute changes.
   Non- Agenda items: Professional videographer for BOT meetings- bids and approval to follow.
   Minutes Approval: Motion made by Trustee Contino to accept the 8/11/2021 and 8/31/2021 minutes, seconded by Deputy Mayor Herzog and all were in favor.
   Voucher Approval: *Motion* made by Deputy Mayor Herzog to accept the fund totals for Vouchers as presented, seconded by Trustee Contino and all were in favor (attached).
4. **Departmental Reports:**
   Fire Department: Chief Bownas read the attached monthly report.
   Police Department: OIC Sgt. Witt read the attached monthly report.
   Public Works: PWS Collocola read the attached Public Works report.
   Water and Sewer: Scott Osborn of VRI read from the attached monthly report.
   Treasurer/ Building Department: Clerk Witt read from attached monthly Treasurer and Building Department reports. Mayor Collopy announced the Local Laws passed on 8/11/2021 were incorrectly numbered. Local Laws 1-4 of 2021 should have been numbered Local Laws 2-5 of 2021. Clerk Witt to file with NYS with the corrected numbers.
   Attorney: Resolution 2021-021 Introducing Local Law (LL) #6 of 2021 Marijuana Opt-Out for the Village of Millbrook (attached). *Motion* made by Deputy Mayor Herzog to approve Resolution 2021-021 as presented, seconded by Trustee Arbogast and all were in favor. *Motion* made by Trustee Arbogast to schedule the Public Hearing on LL # 6 of 2021 at the next business meeting set for October 12, 2021, seconded by Trustee Anson and all were in favor.
5. **Old Business:**
   Agenda items discussed: Assets management- department heads to submit inventory list by the end of Sept. Code update status- on going project.
6. **New Business:**
   Agenda items discussed: Priority and funding options for capital improvements- Mayor Collopy and Trustee Contino to meet and discuss ARPA fund options that will meet project criteria. Some capital improvement project ideas discussed included sidewalk improvements, the retaining wall (Front and Harts Village), and Sewer Treatment Plant upgrades. Discussion is ongoing. Blackboard Messaging Alert System- *Motion* made by Trustee Contino to accept the Blackboard proposal (attached), seconded by Deputy Mayor Herzog and all were in favor. Blackboard will take the place of the Gov Delivery System. New Village website- proposals for a Village website upgrade to follow.
7. **Board Member Updates:** Please see attached reports.
8. **Public Comment:** Howard Schuman asked the Board to consider holding a discussion on Air B&Bs. He also informed the Board that the aquifer maps have been updated.
9. **Adjournment:** *Motion* made by Deputy Mayor Herzog to adjourn the meeting at 8:24 PM, seconded byTrustee Contino and all were in favor.
10. **Next Scheduled Business Meeting:** Oct 12, 2021- Business Meeting at 6 PM at Firehouse.

Respectfully submitted by Village Clerk, Sarah J. Witt





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

PLEASE SILENCE
YOUR CELL PHONE

Agenda

Village of Millbrook
Board of Trustees
Tuesday, September 14, 2021
6:00 PM

1. **Open Meeting:** Pledge of Allegiance, moment of silence & roll call of trustees
2. **Administrative Business:**
   a. COVID safety during board meetings
   b. Minutes approval; meeting minutes future plans
   c. Voucher approval
3. **Department Reports:**
   a. Fire & Rescue: roof, inspection findings
   b. Police: reform & modernization plan, Integrum contract, speed signs, old car, new car, new hire
   c. Highway: streetlights, gym roof, tractor auction
   d. Water & Sewer: response to DEC inspection & SPDES request
   e. Treasurer: AUD status & re-numbering of 2021 local laws
   f. Attorney
4. **Old Business Updates:**
   a. Asset plans – dept heads
   b. Code update status – Trustees
5. **New Business**
   a. FAIR Pledge – Rev. Dell
   b. Priority & funding options for capital improvement projects
   c. Marijuana opt-out proposal
   d. Blackboard proposal
   e. New village website proposal
6. **Public Comments**
7. **Board Member Updates:**
   a. Deputy Mayor Herzog: Tree replacement plans
   b. Trustee Contino: Holiday decorations plan, EV charging station
   c. Trustee Arbogast
   d. Trustee Anson: Tennis court
8. **Mayor Collopy: MB Restorations update, Contracts w/ ToW**
9. **Next board meeting: Wednesday, 10/13/2021 - 6PM**
10. **Adjournment**
11. **Auditing of Bills**



Voucher Totals September 14, 2021

Voucher #'s 21234-21329	
General Fund	$ 77,443.45
Water Fund	$ 33,582.23
Sewer Fund	$ 21,737.62
TOTALS:	**$ 132,763.30**

Motion made by Deputy Mayor Herzog to accept the fund totals for Vouchers as presented, seconded by Trustee Contino and all were in favor (attached).

Millbrook Fire Department
August 2021

87 Incidents Reported

Millbrook Fire Dept	
Automatic Fire Alarm	20
EMS Call	59
Motor Vehicle Accident	6
Vehicle Fire	1
Carbon Monoxide Alarm	1
TOTALS:	**88**

EMS Responses	
NDP (49-79)	58
MFD Rescue	9
Member Responses	20

Mutual Aid Given	
Fire	2
EMS	16

Mutual Aid Received	
Fire	0
EMS	6

Notes from meeting:

- Roof replacement project: still gathering bids.
- Safety Inspection (DC Workman's Comp): working on completing list.
- Utility Terrain Vehicle (UTV) has been purchased through donations. Waiting on trailer and for it to be lettered.

V.M.P.D Monthly Report
August 2021

158 Incidents Reported
(including, but not limited to)

Incident #'s 15834-15952

Case #'s 0037-21 to 0048-21

TRAFFIC		ASSIST OTHER AGENCIES		CRIMINAL ACTIVITY		PUBLIC SERVICE		COMMUNITY POLICING	
Traffic Tickets	4	NY State Police	13	Domestic Incident	4	Suspicious Activity	6	House Check	1
Parking Tickets	6	Other Police Agency	2	Gun	1	Assist Citizen	8	Property Check	2
Property Damage Acc	3	Probation Dept.	2	Drugs	1	Burglar Alarms	2	Assist Citizen	3
Hit & Run Accident	2	Fire Department	4	Sex Offense	1	Civil	4	Foot Patrols	4
Vehicle &Traffic Complaint	5	EMS	13	Larceny From Vehicle	11	Mental Health	7	Car Seat	1
Parking Complaint	4			Disorderly Conduct	4	Lost/Found Property	5	Food Donation	1
Road Hazards	6	Town of Washington Court	2	Trespass	3	Animal Complaint	4	Narcan Donation	1
				Criminal Mischief	4	Records Request	5		
HBO Traffic Detail	2			Harassment	1	Welfare Check	3		
				Littering	1	Lockout	4		
				Warrant Issued	1	Missing Child	1		
				Order Protection Iss.	3	911 Misdial	2		
				CPS Referrals	2	Death Notification	1		
				Fireworks Complaint	1	Other	4		

Notes from Meeting:

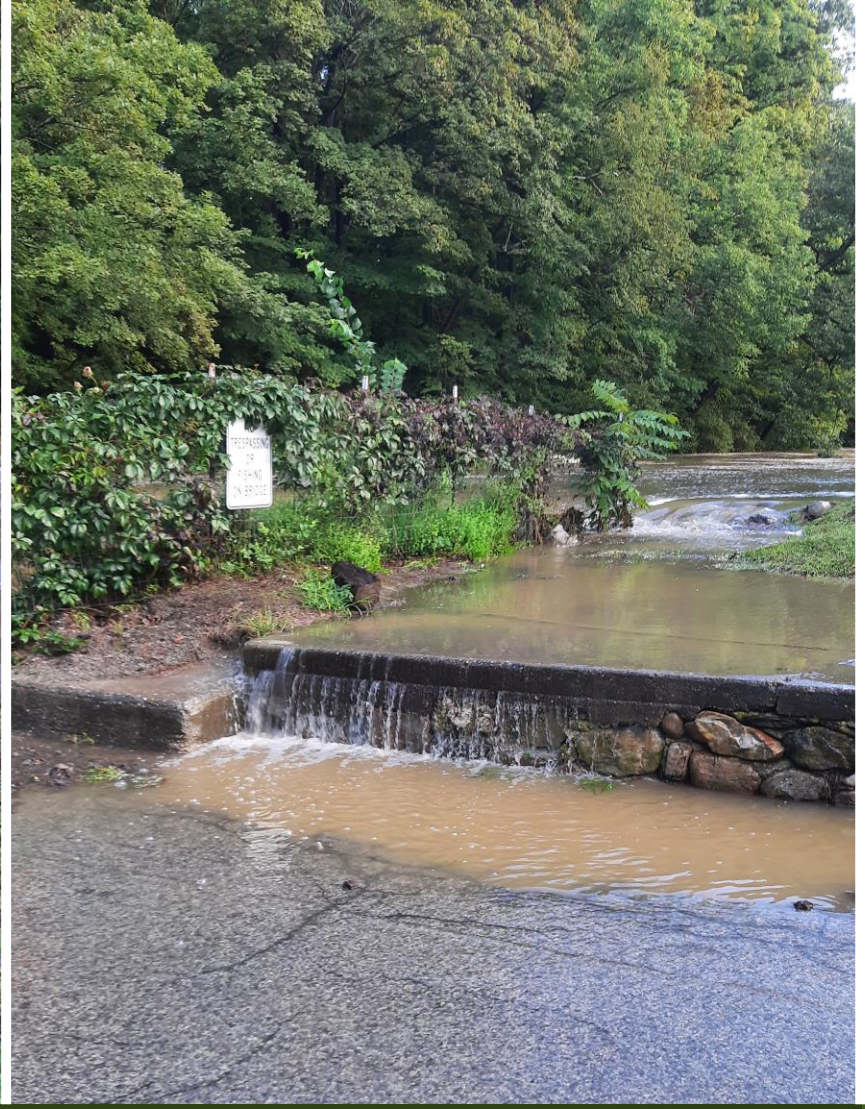
Speed Signs: Proposal to be sent to OIC. New Hire: Beginning the process, hopeful to hire in December.



Public Works Monthly Report
August 2021

1. Removed down tree on Maple Ave
2. Replaced 8 various street signs replaced with high visibility signs
3. Trimmed low hanging branches over sidewalks
4. Filled drainage ditch on Stanford Rd
5. Painted 10 min no parking on Church St and Washington Ave
6. Straightened several street signs
7. Removed fallen tree from Nine Partners Ln
8. Patched water shutoff on Church St
9. Cleaned of all catch basin basins in prep for storm
10. Cut and removed three down trees at the water plant.
11. Filled in removed stumps with topsoil and seeded
12. Storm clean up and removed down tree on Johnson Ave
13. Removed washed out gravel from several streets due to storm
14. Filled in roadside washout at Stanford bridge with stone
15. Continued to mow and trim all properties
16. Painted no parking on Church Street in front of Les Baux
17. Continue to fill potholes







Flooding from Ida
Stanford Rd & Dineen Rd

Monthly Water Report
August 2021

	August	July	June
Total Water Produced	5,674,961	5,026,400	5,764,631
Average Daily Flow	183,000	162,100	192,200
Peak Day Flow	228,679	213,853	260,855

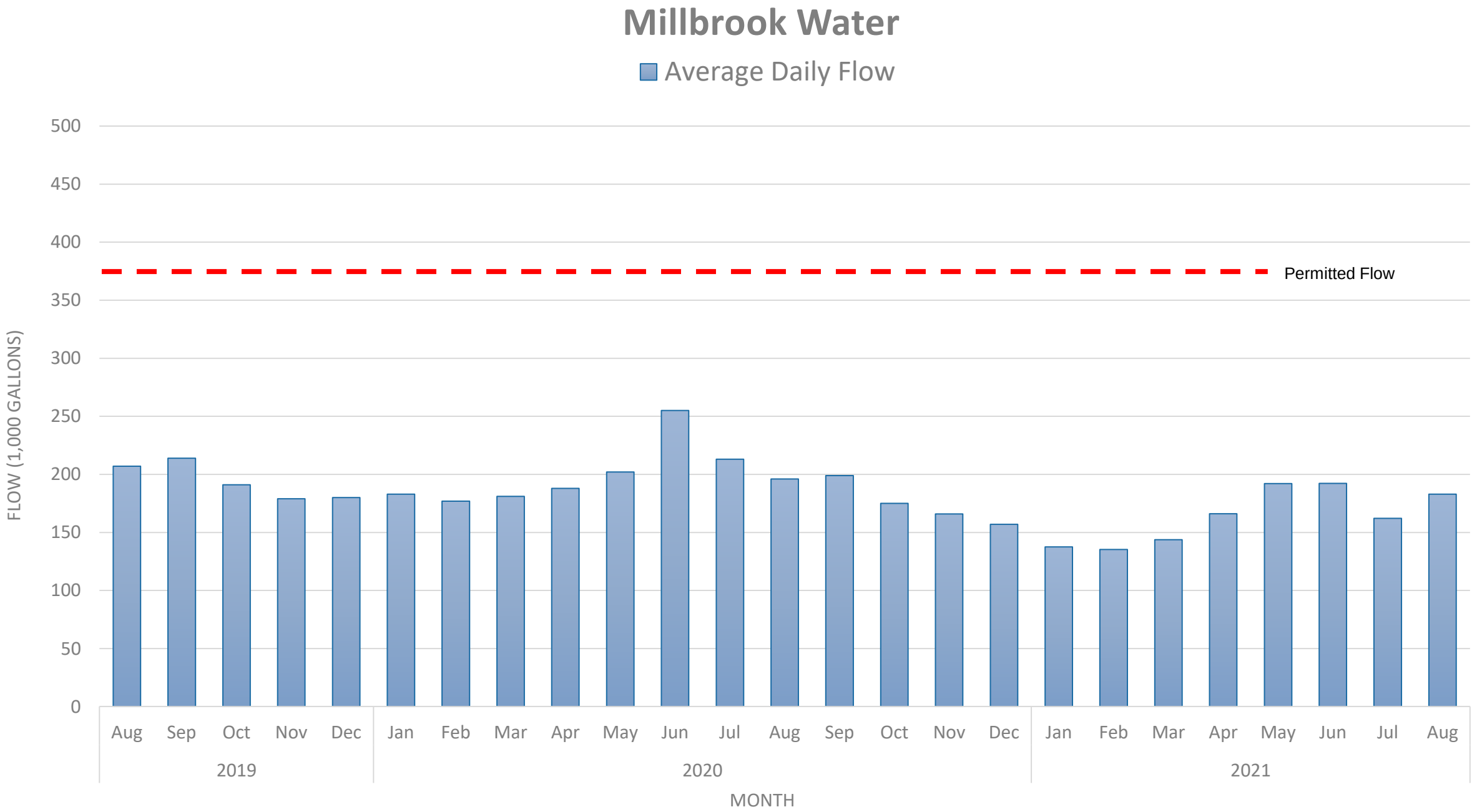
Sampling Results:

	August	July	June
Total Coliform	Absent	Absent	Absent

* Results not in compliance

Comments:

1. Monthly sampling and maintenance
2. Replaced water meter at HS
3. Replaced 3 fire hydrants - Haight and Church
4. Water meter readings to begin Sept 15th


Millbrook Water
Average Daily Flow
500
450
400
350
300
250
200
150
100
50
0
FLOW (1,000 GALLONS)
Permitted Flow
Aug
Sep
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
2019
2020
2021
MONTH

Monthly Sewer Report August 2021

	August	July	June	Permit Limit
Total Effluent Flow	3,991,378	4,919,879	4,162,140	N/A
Average Daily Flow	128,800	158,700	138,700	N/A
12-Month Rolling AVG	152,000	153,000	149,000	250,000
Peak Daily Flow	244,967	277,970	170,232	N/A
Precipitation *(inches as liquid)*	6.4	9.1	3.6	N/A

SPDES Permit Samples: (mg/l)

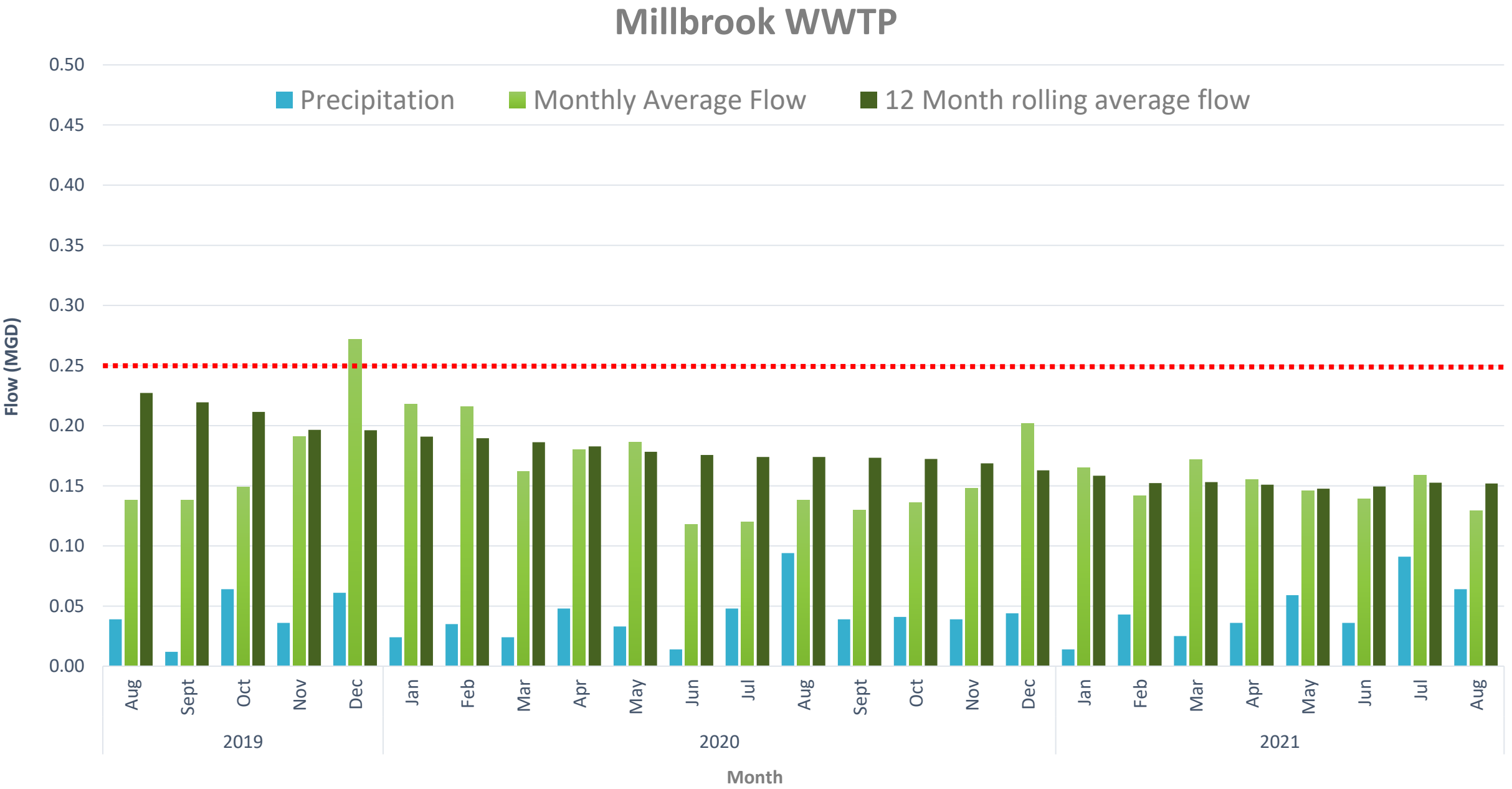
	August	July	June	Permit Limit
BOD	2.4 mg/l	2.4 mg/l	2.4 mg/l	15 mg/l
Percent Removal	99%	98%	98%	85%
Total Suspended Solids	1 mg/l	1 mg/l	1 mg/l	15 mg/l
Percent Removal	100%	99%	99%	85%
TKN as N	1 mg/l	1 mg/l	1 mg/l	8 mg/l
Fecal Coliform	1/100 ml	1/100 ml	2/100 ml	200/100 ml

* Exceeds permit limit

Comments:

1. Performed all monthly sampling and maintenance
2. EarthCare and Royal hauled sludge
3. Cleaned filter beds
4. Replaced pump rails for each influent pump
5. Repaired sewer main on Reservoir Dr
6. DEC inspection
7. Sewer main flushing scheduled for week of Sept 20th

Meeting Comments: VRI suspects a septic company may be dumping in the Village system- if anyone sees anything, please alert the Village.


Millbrook WWTP
Precipitation
Monthly Average Flow
12 Month rolling average flow
0.50
0.45
0.40
0.35
0.30
0.25
0.20
0.15
0.10
0.05
0.00
Flow (MGD)
Aug
Sept
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
2019
2020
2021
Month

Treasurer's Report: August 2021

	8/01/2021	DEPOSITS	DISBURSED	INTEREST	08/31/2021
TAX ACCOUNT	$1,037,123.15	$12,618.42	$160,000.00	$80.53	$889,822.10
GENERAL FUND	$63,796.23	$230,870.31	$204,390.35	$7.96	$90,284.15
WATER FUND	$52,905.84	$45,415.36	$18,729.21	$6.10	$79,598.09
SEWER FUND	$61,879.53	$58,386.94	$36,342.29	$6.52	$83,930.70
ACCOUNTS PAYABLE	$36,831.59	$210,488.78	$244,341.30	$0.00	$2,979.07
BEDROCK WELL ACCOUNT	$44,794.20	$0.00	$0.00	$3.81	$44,798.01
ESCROW (PLANNING & ZONING)	$4,795.93	$0.00	$2,295.93	$0.00	$2,500.00
HNL TRUST	$43,440.25	$0.00	$0.00	$1.85	$43,442.10
MEDICAL DEDUCTIBLE	$30,049.42	$0.00	$2,297.45	$0.00	$27,751.97
MILLBROOK RESTORATION	$68,875.59	$0.00	$0.00	$5.85	$68,881.44
PAYROLL ACCOUNT	$12,703.25	$46,499.67	$47,380.14	$0.00	$11,822.78
POLICE VEHICLE FUND	$14,392.29	$0.00	$0.00	$1.22	$14,393.51
RESERVE FOR FIRE TRUCK	$62,525.39	$0.00	$0.00	$2.65	$62,528.04
RESERVE FOR HIGHWAY EQUIPMENT	$4,527.78	$0.00	$0.00	$0.00	$4,527.78
FIRE/ RESCUE REPAIR RESERVE	$35,072.73	$0.00	$0.00	$2.98	$35,075.71
TENNIS COURTS	$23,609.63	$0.00	$0.00	$2.01	$23,611.64
THORNE TRUST	$25,772.44	$0.00	$0.00	$1.09	$25,773.53
TREE REPLACEMENT PROGRAM	$7,662.05	$0.00	$0.00	$0.32	$7,662.37
TRIBUTE GARDEN DONATIONS	$10,059.32	$0.00	$0.00	$0.85	$10,060.17
TOTAL	**$1,640,816.61**	**$604,279.48**	**$715,776.67**	**$123.74**	**$1,529,443.16**

Treasurer and Clerk Updates:

- **Admin: Monthly Operating Statement emailed to the Board.**
- **Annual Update Document (AUD): Will be submitted end of this week.**
- **Taxes To-Date**
  Collected:
  $ 1,049,651.20 96.78%

  Unpaid:
  $ 34,962.78 3.22%

Reminder: Taxes are due by November 1st. Unpaid list will be sent to DC. I cannot except late payments after November 1st

- **Submitted CHIPS application for Exmoore, Bennett, and Cullen Ln paving.**
- **Towards the end of Sept. look for email with activation instructions for new NYMIR Online Learn. Annual mandated courses to be completed in Oct. Thank you to those who have completed mandated courses and supplied me with the certs.**

Building Department Report August 2021

Description- 002590.01.000.00	Entry Date	Amount	JE Number
MS 21-17 8 Manor DR	8/2/2021	125.00	1895
MS 21-18 5 Valley Farm	8/2/2021	125.00	1895
Sign Permit Corcoran	8/2/2021	35.00	1895
Sign Permit Corcoran	8/2/2021	50.00	1895
MS 21-20 64 Bennett Common	8/10/2021	125.00	1931
MS 21-21 53 Bennett Common	8/10/2021	125.00	1931
BP 21-31 21 78 Maple	8/10/2021	75.00	1931
MS 21-19 5 Haight Ave	8/13/2021	125.00	1932
BP 21 -30 21 Linen Ln	8/31/2021	75.00	1932
MS 22 Front	8/25/2021	200.00	2017
BP 21-33 41 Bennett Common	8/25/2021	90.00	2017
MS 21-21 53 Bennett Common	8/25/2021	150.00	2017
BP 21-32 6 Reservoir	8/25/2021	75.00	2017
	TOTAL:	**$1375.00**	

Building Department

- Building Permits Issued: 4
- Sign Permit: 1
- Certificate of Occupancy: 0
- Certificate of Compliance: 2
- Certificate of Use: 0
- Municipal Searches: 3

Planning & ZBA

- Planning Board:
  Meeting Cancelled- will continue to meet in person.
- David Gruning resigned (moving away)
- Ann Ledy appointed and sworn in place of David's position. Her term expires 12/31/2023
- ZBA:
  No meeting scheduled- may opt for Zoom meetings



Tennis Court Resurfacing Project

So far, we have raised **$ 23,611.64**
Thank you to all who have donated!

To Donate Visit:
villageofmillbrookny.com/tennis

Old Business Updates

- Asset plans – dept heads
- Code update status – Trustees

New Business

- Priority & funding options for capital improvement projects
- Marijuana opt-out proposal-
- Blackboard proposal-*Motion* made by Trustee Contino to accept the Blackboard proposal (attached), seconded by Deputy Mayor Herzog and all were in favor.
- New village website proposal

Resolution 2021-021 Introducing Local Law No. 6 of the year 2021

Village of Millbrook, County of Dutchess

Motion- made by Deputy Mayor Herzog to approve Resolution 2021-021 as presented, seconded by Trustee Arbogast and all were in favor.

Motion- made by Trustee Arbogast to schedule the Public Hearing on LL # 6 of 2021 at the next business meeting set for October 12, 2021, seconded by Trustee Anson and all were in favor.

A local law adopted pursuant to Cannabis Law § 131 opting out of licensing and establishing retail cannabis dispensaries and on-site cannabis consumption establishments within the Village of Millbrook.

Section 1. Legislative Intent
It is the intent of this local law to opt the Village of Millbrook out of hosting retail cannabis dispensaries and on-site cannabis consumption establishments within its boundaries.

Section 2. Authority
This local law is adopted pursuant to Cannabis Law § 131, which expressly authorizes cities and villages to opt-out of allowing retail cannabis dispensaries and on-site cannabis consumption establishments to locate and operate within their boundaries.

Section 3. Local Cannabis Retail Dispensary and/or On-Site Consumption Opt-Out
The City Council/Board of Trustees of the Village of Millbrook, County of Dutchess, hereby opts-out of allowing retail cannabis dispensaries and on-site cannabis consumption establishments from locating and operating within the boundaries of the Village of Millbrook.

Section 4. Severability
If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 5. Effective date
This local law shall take effect immediately upon filing with the Secretary of State. Pursuant to Cannabis Law § 131, and Article 9 of the New York Village Law, this local law is subject to a permissive referendum and thus may not be filed with the Secretary of State until thirty (30) days after adoption, unless there shall be filed with the Village Clerk a petition signed and acknowledged by the electors of the Village in number equal to at least twenty percent of such electors in the Village, as shown on the register of electors for the previous general village election, protesting against this resolution and requesting that the matter be submitted to the electors of the Village for their approval or disapproval in the manner provided by the Village Law. Within ten (10) days after the adoption of this resolution, the Village Clerk is hereby authorized and directed to cause to be published at least once in the official newspaper of the Village, and to be posted in at least six (6) public places in the Village, a notice which shall set forth the date of adoption of this resolution and contain an abstract thereof, concisely stating its purpose and effect and specifying that this resolution was adopted subject to a permissive referendum.

Board of Trustee Updates

Mayor Collopy:
-Update attached with minutes

Deputy Mayor Herzog:
-Update attached with minutes

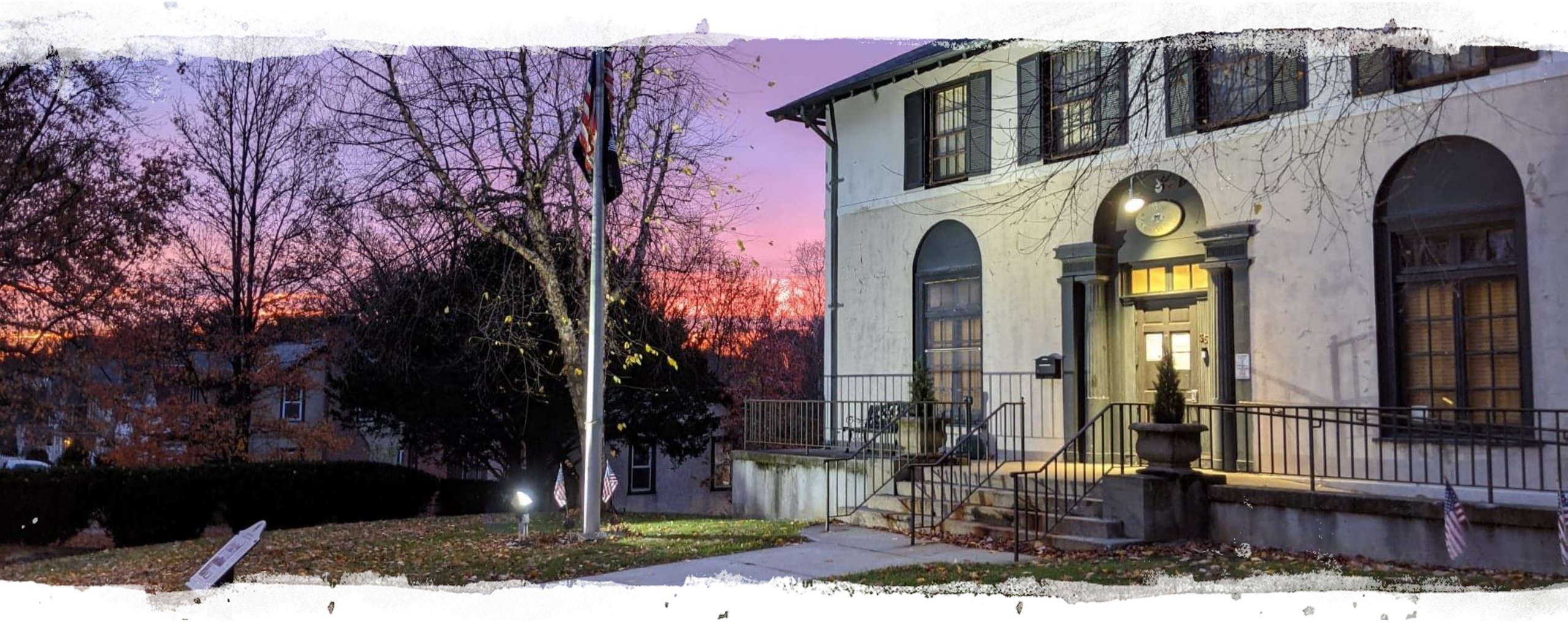
Trustee Contino:
-Update attached with minutes

Trustee Arbogast:
-Working on TOW Comp. Plan Committee. Next meeting 9/15 in person and Zoom. Future meeting dates TBD and will be posted.
Will keep BOT updated on progress.

- Called Central Hudson on streetlight grant opportunities, no grants available at this time.

Trustee Leslie Anson:
- Worked on tennis court bids. Oval Tennis to submit. Spring 2022 is the goal to begin the resurfacing project.





Next Board of Trustees Meeting:

Tuesday, October 12, 2021 at 6:00 pm-

Regular Business Meeting and Public Hearing on LL#6 of 2021

NEW LOCATION!

Millbrook Firehouse

20 Front Street, Millbrook

Village of Millbrook

Local Law # 6 of 2021 Opting Out of Retail Sales

[Pursuant to Cannabis Law § 131, a local law opting out of allowing retail cannabis dispensaries and/or on-site cannabis consumption establishments from locating within a municipality is subject to a permissive referendum. Consequently, any local law adopted pursuant to Cannabis Law § 131 may not be filed with the Secretary of State until either the applicable time period for filing a petition to trigger a referendum has elapsed or a referendum has been conducted approving the local law. Note that local governments may opt out of allowing BOTH retail cannabis dispensaries and on-site cannabis consumption establishments OR opt out of allowing EITHER retail cannabis dispensaries OR on-site cannabis consumption establishments.

Cannabis Law § 131 subjects local opt-out laws to permissive referendum. For cities, the permissive referendum is triggered if a petition is filed with the city clerk signed by qualified city electors in a number equal to at least 10% of the number of votes cast for governor in the city at the last gubernatorial election. For villages, the permissive referendum may be triggered either (a) by a petition being filed with the village clerk signed by qualified village electors in a number equal to at least 20% of the registered electors in the previous general village election, or (b) by the board of trustees adopting a resolution submitting the local law to a referendum of the voters for their approval. If a local government wishes to opt-out of both retail dispensaries and on-site consumptions establishments, local officials may wish to enact a separate local opt-out law for each type of retail business so that the public will be able to vote on opting out of each type of business separately.

Resolution 2021-021 Local Law No. 6 of the year 2021

Village of Millbrook, County of Dutchess

A local law adopted pursuant to Cannabis Law § 131 opting out of licensing and establishing retail cannabis dispensaries and on-site cannabis consumption establishments within the Village of Millbrook.

Section 1. Legislative Intent
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Motion **made by Deputy Mayor Herzog to accept Resolution 2021-021, seconded by Trustee Arbogast and all were in favor.**

Motion **made by Trustee Arbogast to hold the Public Hearing on Local Law # 6 of 2021 on October 12, 2021, seconded by Trustee Anson and all were in favor.**

BOT- 9/14/2021 Trustee Contino Topics

Agenda

Administrative Business

- COVID-Millbrook Pharmacy has Moderna doses and vaccines. Please pass the word as she wants to use up all her doses once she opens a vial. I've been helping them distribute notices and get the message out on social media. Anyone who has ideas can get flyers from me or the Pharmacy

Department Reports

- Fire-ambulance response times? users told when they call?

Old Business

- Asset Plans — I haven't gotten any questions.
- Code-Buffy, Sergeant Witt and I are meeting next week

New Business

- Priority& Funding Opportunities for Capital Improvements
- . They are all high priority, urgent but not an emergency yet. These are important characteristics for grant requests. Though we are closely monitoring opportunities that have arisen at the State and Federal level as well as following developing infrastructure funding programs to gauge the horizon, we cannot apply and, frankly won't know for which programs we will be eligible, until we have an engineering scope and cost estimate for each project.
- As we did for the Federal level so receipt of ARPA funding was a breeze, Sarah Witt and I will set up a State grant portal so that when we do apply we won't first be mired in the administrative side. I believe we need to do this for the County as well.

Trustee Report

Holiday Decorations-

- Thanks to the consolidation of the Trust Funds, the Village has the ability to fund new needs replacements and possible enhancements of Village holiday decorations this year. I am working with MBA President McGrane on this.
- MBA President Kevin McGrane is in the process of reaching out to his partners at the Fire Department, Tribute Gardens and among Volunteer regarding plans for this holiday season.
- We are meeting later this week to discuss his developing proposal. He is very mindful of the opportunity there may be to enhance our decorations, but of course must review what may need to be replaced or repaired.
- Our DPW, as always, plays a key role in implementing this project. Once we have some concrete ideas, solicit Bob Collocola's input.

EV Chargers

- We continue to educate local lot owners and businesses about the availability of the State funding program for installation of public electric vehicle chargers. There is certainly a lot of enthusiasm among businesses and residents for installation of these chargers, less so the hosts so far. The Town of Washington has also been investigating the possibility of installation at Town Hall and other central venues. We've been sharing information.

Traffic Calming at Flagler Monument

- I met with Mary Sonheimer, the Executive Director at Cardinal Hayes Home for Children on the dangers presented to cars, buses and her clients at the intersection of RT 343 and Bennet Commons Drive. We appealed to State DOT to re-review it as the improvements they made 3 years ago were inadequate. The appeal has been denied so far. We met with staff and came up with some creative, cost -sensitive ideas that may appeal to the State. We are soon meeting there with Senator Serino and Legislator Houston on this problem and hope to coordinate with them any further DOT advocacy.

COVID Vaccine

- Millbrook Pharmacy is giving vaccines and boosters to eligible people. Asking all to spread the word because if she doesn't use the whole vial, she must throw it out at end of day.

Board of Trustees Meeting – 9/14/2021: **Mayor Topics**

1) COVID safety during meeting:
    a. Masks are not required
    b. Keep socially distanced from non-family

2) Capital improvement projects:
    a. There are 4: retention wall, sidewalks, sewer plant, village hall
    b. Priority of projects financed thru the A-fund: retention wall, sidewalks, village hall
        i. Options to fund retention wall (~$250K): ARF, CHIPS, DC grants, debt
        ii. Options to fund sidewalks (amt TBD): (same as above), Fed Infra program(?)
        iii. V hall restoration:
            1. proposal to replace windows & redo exterior
            2. quote provided to replace windows: $47K
            3. request made to TGF to fund replacement of lower level ($24K)
        iv. Sewer plant upgrade will be separately financed thru the G-fund
            1. 2nd request submitted 7/2021

3) Blackboard proposal: replace Gov.delivery w/ Blackboard; why?
    a. Recommended by VRI for targeted notification of outages, blockages, maintenance
    b. Available to all depts
    c. User-friendly
    d. Setup includes loading resident info & training
    e. Cost: $5200 1st year and then $3300 annually vs. $2500 annually for Gov.delivery
    f. Proposed funding: $ from F & G accounts (primary users)

4) Village website proposal: upgrade the village website; why?
    a. Make website easier for residents to use/navigate
    b. Provides usable search function
    c. Makes website mobile-friendly (for viewing/searching on phone, tablet, etc.)
    d. Makes website easier to update by multiple users (vs. paying contractor)
    e. $12K initial fee & then $2500 annually vs. <$500 currently
    f. Proposed funding: $ from consolidated trust accounts

5) MB Restorations update
    a. In response to audit finding by OSC, mayor is village rep on MB Restorations board
    b. Last meeting 9/1/2021
    c. Account balance: $69K
    d. No projects currently underway
    e. New applicant: Marona's preliminary request to upgrade roof & rear entrance
        i. Details to follow
    f. Next meeting: 10/6/2021

6) Contracts between VoM & ToW:
    a. There are 3 contracts which are updated annually: fire/rescue, police court, gym
    b. All 3 have been delivered to Gary C. for review as part of their budget process
        1st meeting: 10/5

Blackboard connect

Price Proposal/Estimate
Proposal Expires: 09/23/2021

Village of Millbrook

Blackboard Connect

Unlimited Use Pricing: Includes all maintenance, and support

No Software | No Hardware | No New Phone Lines | No Long Distance Charges

Term	*Connect 5 Service Product Description*	*Price per Household's*	*Estimated Households*	*Annual Support Fee*	*Annual Estimate*
3 Year Agreement	**Unlimited Use Emergency and Outreach with SMS Plus**	$2.25	800	$1,500	$3,300.00
Term	***Service Description***	***Service Fee***	***One-Time Service Fee Total***		
One-Time Fee	**2-hour web-Training Basic**	$400	$1,900.00		
One-Time Fee	**Implementation & Data Integration**	$1,500			

Benefits of Blackboard Connect:

The ***Connect5*** service allows our customers to reach thousands in minutes without having to invest in or maintain hardware, software, or additional phone lines. Now, you can reach your entire community-quickly and reliably- with voice, text, email messages, etc. Improve Safety. Engage Constituents. Close Fiscal Gaps.

- **Keep Citizens and Employees safe, prepared and informed.** In an emergency, every second counts, and communication is a key component of any crisis response plan. Blackboard Connect ensures you can reach thousands — or hundreds of thousands — in minutes with critical messages regarding an emergency or weather alert.
- **Engage Citizens and Employees.** Personalized, one-on-one communication strengthens relationships. Use Blackboard Connect to be engaged and connected with a variety of messages, from company newsletters to appointment and billing reminders, to company events and announcements.
- **Maximize efficiencies — and close fiscal gaps.** Reduce the time and money it takes to connect with thousands of citizens and employees. Blackboard Connect helps save resources by eliminating the need for costly mailings or inefficient phone trees. Other customers also use Blackboard Connect to generate revenue by collecting unpaid bills, providing appointment reminders, HR Open enrollment and Corporate Communications.
- **Send messages faster.** The clean, intuitive interface in Blackboard Connect is simple to use. You can send messages in as little as two clicks, thanks to a streamlined message workflow and pre-set scenario templates.
- **Reach the right audience with the right information.** Sophisticated — yet easy to use — targeting and geo-mapping tools ensure you connect with your recipients in a more relevant way.
- **Support Fee covers an unlimited number of administrators**
- **Implementation time can vary but typically takes just 2 weeks, but can be expedited as needed**

Note: This Price Proposal does not constitute a legal agreement between the Client and Blackboard Connect Inc. Neither party will be bound to any terms until each has executed the company's Services Agreement, which incorporates all the terms, conditions, and obligations of the parties.