



Board of Trustees Meeting
October 20, 2021 @ 6:00 pm

**PLEASE SILENCE
YOUR CELL PHONE**

Agenda

Village of Millbrook
Board of Trustees
Wednesday, October 20, 2021
6:00 PM

1. **Open Meeting:** Pledge of Allegiance, moment of silence & roll call of trustees
2. **Administrative Business:**
 - a. Response to election ballot mix-up – Mayor Collopy
 - b. Meeting videotaping update – Clerk Witt
 - c. Minutes approval
 - d. Voucher approval
 - e. Asset management status
3. **Department Reports:**
 - a. DC Legislature update – Legislator Houston
 - b. Fire & Rescue – Chief Bownas, President Rochfort
 - i. Parade of Lights?
 - c. Police – OIC Witt
 - d. Highway – Hwy Super Collocola
 - e. Water & Sewer – S. Osborne
 - f. Treasurer & Building Dept – Clerk Witt
4. **Old Business Updates:**
 - a. Code update status – Trustees
 - b. Tennis court bid – Trustee Anson
 - c. Tree commission update – Deputy Mayor Herzog
 - d. Holiday decorations – Trustee Contino
5. **New Business**
 - a. CDBG request for sidewalks – Deputy Mayor Herzog
 - b. Funding Retaining Wall
 - c. Public Hearing - Resolution 2021-22: Marijuana opt-out proposal
 - d. Requested sign at Thorne Building
 - e. Air BnB village occupancy tax?
6. **Public Comments**
7. **Board Member Updates:**
 - a. Deputy Mayor Herzog
 - b. Trustee Contino
 - c. Trustee Arbogast
 - d. Trustee Anson
 - e. Mayor Collopy
8. **Next board meeting: Wednesday, 11/10/2021 - 6PM**
9. **Adjournment**
10. **Auditing of Bills**





Voucher Totals October 20, 2021

Voucher #'s 21332-21443

General Fund	\$ 41,323.24
Bedrock	\$ 4,645.30
Water Fund	\$ 33,608.46
Sewer Fund	\$ 67,289.11
TOTALS:	\$ 146,866.11

Millbrook Fire Department

September 2021

96 Incidents Reported

Millbrook Fire Dept	
Automatic Fire Alarm	19
EMS Call	60
Motor Vehicle Accident	3
Technical Rescue	1
Brush Fire	1
Structure Fire	1
Good Intent	1
HazMat	1
Flooding Condition	9
TOTALS:	96

EMS Responses	
NDP (49-79)	57
MFD Rescue	3
Member Responses	n/a

Mutual Aid Given	
Fire	3
EMS	12
Mutual Aid Received	
Fire	2
EMS	6

V.M.P.D Monthly Report

September 2021

147 Incidents Reported
(including, but not limited to)

Incident #'s 16112-16259

TRAFFIC		ASSIST OTHER AGENCIES		POLICE ACTIVITY		PUBLIC SERVICE		COMMUNITY POLICING	
Traffic Tickets	10	NY State Police	1	Arrest	3	Suspicious Activity	6	House Check	14
Parking Tickets	7	Dutchess Sheriff	2	Assault	1	Mental Health	2	Property Check	1
Property Damage Acc	1			Obstruct Breathing	1	Burglar Alarms	4	School Checks	9
Hit & Run Accident	2	Fire Department	8	Endanger Child	1	Hazard	1	Foot Patrols	8
Injury Accident	1	EMS	18	Larceny	2	Missing Child	1	Assist Citizen	5
Road Hazards	1			Disorderly Conduct	4	Lost/Found Property	1	Preschool Presentation	1
Disabled Vehicle	1	Town of Washington Court	2	Trespass	1	Animal Complaint	5		
		Millbrook Central School	4	Criminal Mischief	1	Records Request	5		
Vehicle & Traffic Complaint	8			Harassment	3	Welfare Check	3		
Parking Complaint	4			Driving While Intoxicated	1	Lockout	1		
				Warrant Issued	1	911 Misdialed	1		
				Order Protection Iss.	3				
				Intoxicated Juvenile	1	Other	1		
				Death	1				
				Weapons Surrender	1				

Public Works Monthly Report September 2021



1. Repaired catch basin on Valley Farm Rd
2. Cleaned storm drainage ditch on Bennett commons Rd
3. Assisted loading of auctioned tractor
4. Assisted Millbrook Electric successfully in repairing 4 street lights
5. Limbed several trees at Millbrook sewer plant preventing clogging of facilities
6. Unloaded fire hydrants and manhole risers for sewer plant
7. Paved sewer repair on Reservoir Dr
8. Removed wood from down tree
9. Installed new catch basin grates and riser on Nine Partners Lane
10. Repaired catch basin on Nine Partners Lane
11. Paved all electrical street light repairs
12. Repaired sidewalk with concrete due to opening for access to street light wiring
13. Replaced catch basin top on Washington Ave
14. Serviced plows in house
15. Received new plow for 2011 dump truck
16. NYS painted all crosswalks on Franklin Ave as scheduled based on a 3 year plan
17. Leaf pick up has begun and continues through December 1 . Once again Hitchcock's farm has allowed us to dispose of the leaves on their property
18. Pothole repair is ongoing
19. Had electrical outlet and switch installed at Village Hall for use with heating tape located on building roof to prevent ice damming
20. 30 year old tractor was successfully sold at auction for \$7400
21. Mowing and trimming of all village properties continues

Monthly Water Report

September 2021

	September	August	July
Total Water Produced	5,385,874	5,674,961	5,026,400
Average Daily Flow	179,500	183,000	162,100
Peak Day Flow	253,932	228,679	213,853

Sampling Results:

	September	August	July
Total Coliform	Absent	Absent	Absent

* Results not in compliance

Comments:

1. Monthly sampling and maintenance
2. Read all water meters
3. Flushing at end of October



Catch Basin Repair: Washington Avenue

Catch Basin Repair: 9 Partners Lane





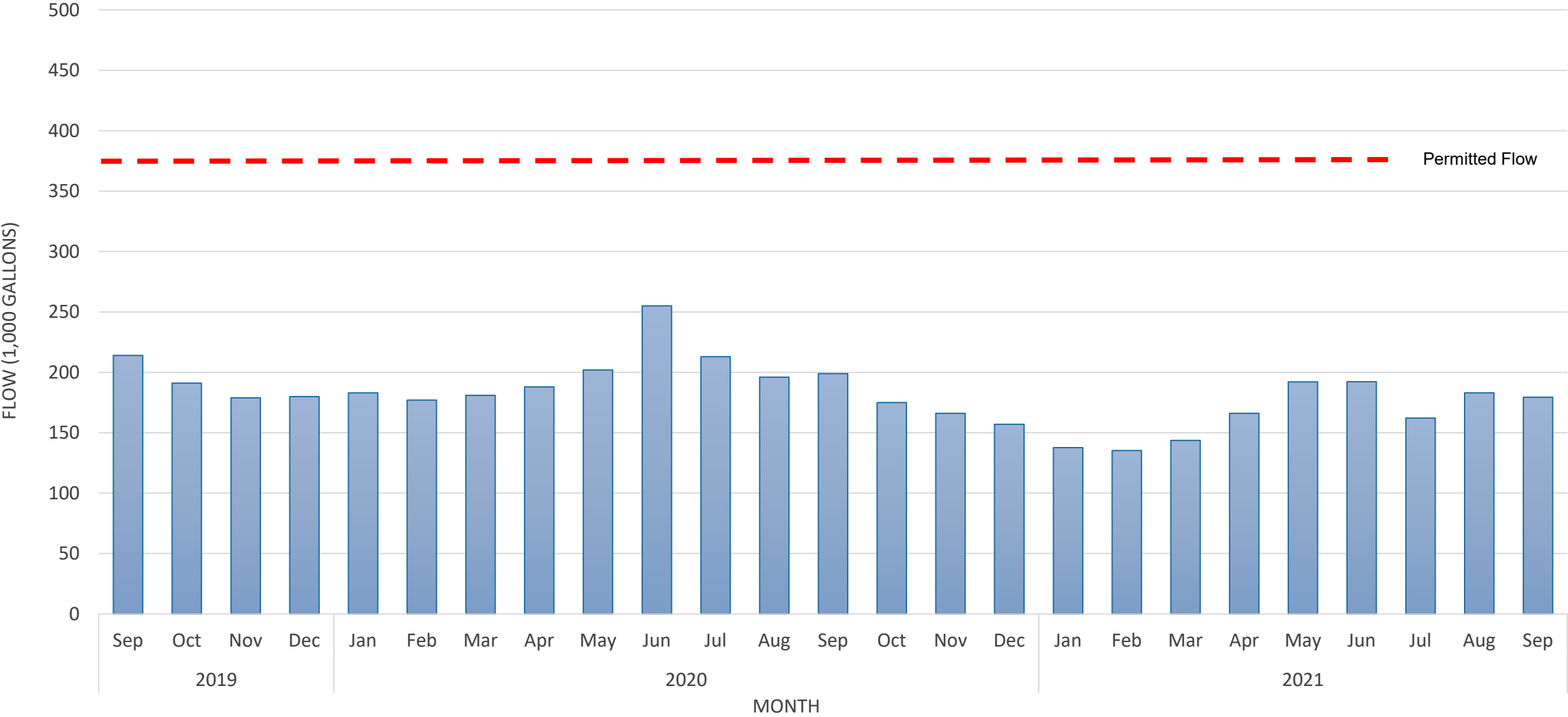
Street Light Repair: Franklin Avenue
BEFORE



Street Light Repair: Franklin Avenue
AFTER

Millbrook Water

Average Daily Flow



Monthly Sewer Report

September 2021

	September	August	July	Permit Limit
Total Effluent Flow	5,203,084	3,991,378	4,919,879	N/A
Average Daily Flow	173,400	128,800	158,700	N/A
12-Month Rolling AVG	156,000	152,000	153,000	250,000
Peak Daily Flow	315,553	244,967	277,970	N/A
Precipitation <i>(inches as liquid)</i>	9.7	6.4	9.1	N/A

SPDES Permit Samples: (mg/l)

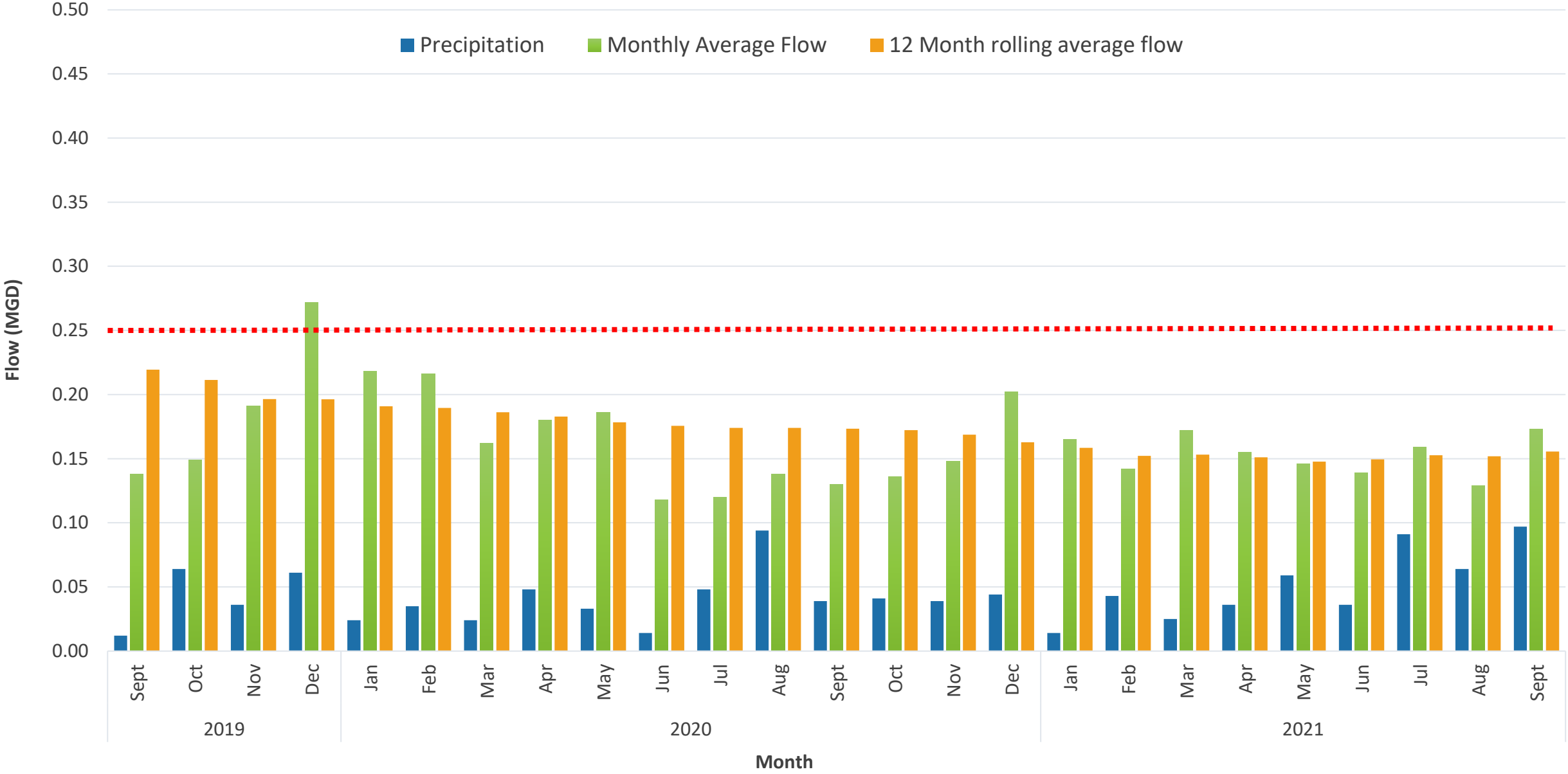
	September	August	July	Permit Limit
BOD	2.4 mg/l	2.4 mg/l	2.4 mg/l	15 mg/l
Percent Removal	98%	99%	98%	85%
Total Suspended Solids	1.3 mg/l	1 mg/l	1 mg/l	15 mg/l
Percent Removal	99%	100%	99%	85%
TKN as N	1 mg/l	1 mg/l	1 mg/l	8 mg/l
Fecal Coliform	N/A	1/100 ml	1/100 ml	200/100 ml

* Exceeds permit limit

Comments:

1. Performed all monthly sampling and maintenance
2. Arold Construction installed new sewer pipe on Harts Village Rd
3. Flushed sewer mains in South Millbrook - 5,255 feet
4. Installed 27 inflow covers in manholes
5. Started video inspection of sewer mains

Millbrook WWTP



Treasurer's Report: September 2021

	9/01/2021	DEPOSITS	DISBURSED	INTEREST	09/30/2021
TAX ACCOUNT	\$889,822.10	\$10,175.68	\$78,000.00	\$70.08	\$822,067.86
GENERAL FUND	\$90,284.15	\$127,145.04	\$140,077.73	\$7.39	\$77,358.85
WATER FUND	\$83,930.70	\$7,458.81	\$40,313.32	\$5.36	\$51,081.55
SEWER FUND	\$79,598.09	\$11,010.09	\$21,737.62	\$6.35	\$68,876.91
ACCOUNTS PAYABLE	\$2,979.07	\$132,926.49	\$118,525.03	\$0.00	\$17,380.53
BEDROCK WELL ACCOUNT	\$44,798.01	\$19,163.10	\$0.00	\$4.52	\$63,965.63
ESCROW (PLANNING & ZONING)	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
HNL TRUST	\$43,442.10	\$0.00	\$0.00	\$1.78	\$43,443.88
MEDICAL DEDUCTIBLE	\$27,751.97	\$0.00	\$4,766.53	\$0.00	\$22,985.44
MILLBROOK RESTORATION	\$68,881.44	\$0.00	\$0.00	\$5.66	\$68,887.10
PAYROLL ACCOUNT	\$11,822.78	\$43,307.99	\$43,521.06	\$0.00	\$11,609.71
POLICE VEHICLE FUND	\$14,393.51	\$0.00	\$0.00	\$1.18	\$14,394.69
RESERVE FOR FIRE TRUCK	\$62,528.04	\$0.00	\$0.00	\$2.57	\$62,530.61
RESERVE FOR HIGHWAY EQUIP	\$4,527.78	\$0.00	\$0.00	\$0.00	\$4,527.78
FIRE/ RESCUE REPAIR RESERVE	\$35,075.71	\$0.00	\$0.00	\$2.89	\$35,078.60
TENNIS COURTS	\$23,611.64	\$100.00	\$0.00	\$1.94	\$23,713.58
THORNE TRUST	\$25,773.53	\$0.00	\$0.00	\$1.06	\$25,774.59
TREE REPLACEMENT PROGRAM	\$7,662.37	\$0.00	\$0.00	\$0.10	\$7,662.47
TRIBUTE GARDEN DONATIONS	\$10,060.17	\$0.00	\$0.00	\$0.83	\$10,061.00
TOTAL	\$1,529,443.16	\$351,287.20	\$446,941.29	\$111.71	\$1,433,900.78

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:
\$ 1,064,661.43 98.16%

Unpaid:
\$ 19,952.55 1.84% -16 left to pay

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

Please accept invite for NYMIR Online University and take the mandatory courses if you haven't already. Thank you for those who have or those who have sent me their certificates.

Building Department Report September 2021

Description- 002590.01.000.00	Entry Date	Amount	JE Number
Bennett Demo Permits	9/3/2021	5000.00	2018
BP 21-36 24 Washington Ave	9/17/2021	165.00	2033
MS 21-22 3310 Franklin Ave	9/17/2021	125.00	2033
BP 21-35 39 Merritt Ave	9/17/2021	125.00	2033
BP 21-34 33 Nine Partners Ln	9/17/2021	105.00	2033
MS 21-23 22 Front St	9/17/2021	200.00	2033
TOTAL:		\$5,720.00	

Building Department

- **Building Permits Issued: 5**
- **Sign Permit: 0**
- **Certificate of Occupancy: 0**
- **Certificate of Compliance: 4**
- **Certificate of Use: 0**
- **Municipal Searches: 2**
- **Planning & ZBA**
- **Planning Board: 10/19- Public Hearing Russell Knolls project**
- **ZBA: Met 9/27 – Project Russell Knolls**



Tennis Court Resurfacing Project

So far, we have raised \$ **28,709.63**
Thank you to all who have donated!

To Donate Visit:
villageofmillbrookny.com/tennis

Old Business Updates

- Code update status – Trustees
- Tennis court bid – Trustee Anson
- Tree commission update – Deputy Mayor Herzog
- Holiday decorations – Trustee Contino

New Business

- CDBG request for sidewalks – Deputy Mayor Herzog
- Funding Retaining Wall
- Public Hearing - Resolution 2021-22: Marijuana opt-out proposal
- Requested sign at Thorne Building
- Air BnB village occupancy tax?

Resolution 2021-022

Local Law No. 6 of the year 2021

Village of Millbrook, County of Dutchess

Enacting Local Law No. 6 of 2021 Opting Out Of Licensing And Establishing Retail Cannabis Dispensaries And On-Site Cannabis Consumption Establishments Within The Village Of Millbrook Pursuant To Cannabis Law § 131

At a meeting of the Village Board of Trustees of the Village of Millbrook (“Village Board”), held at the Village of Millbrook Fire House on the 20th day of October, 2021, at 6:00 p.m., Village Mayor, Tim Collopy called the meeting to order, and _____, seconded by Trustee _____, moved the following resolution, to enact the following local law, to be known as Local Law No. 6 of 2021, entitled “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” as follows:

WHEREAS, the following Local Law was introduced as Proposed Local Law No. 6 of 2021, by Resolution No. 21 of 2021, adopted at a regular meeting of the Village Board held on September 14, 2021; and

WHEREAS, a properly noticed public hearing was held before the Village Board during the meeting on October 20, 2021, on Local Law No. 6 of 2021; and

WHEREAS, the enactment of this Local Law is a Type II Action pursuant to the New York State Environmental Quality Review Act as it involves routine agency administration and management and therefore is exempt from environmental review; and

Resolution 2021-022

Local Law No. 6 of the year 2021

Village of Millbrook, County of Dutchess

NOW THEREFORE, BE IT ENACTED by the Board of Trustees of the Village of Millbrook as follows:

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

Deputy Mayor Herzog

Trustee Contino

Trustee Arbogast

Trustee Leslie Anson





Next Board of Trustees Meeting:

Wednesday, November 10, 2021 at 6:00 pm

Regular Business Meeting

NEW LOCATION!

Millbrook Firehouse

20 Front Street, Millbrook