

**Village of Millbrook
Board of Trustees
Minutes October 11, 2011**

Call to Order by Trustee Morse at 7:00 p.m.

Pledge of Allegiance led by Trustee Morse

In Attendance-Trustee Morse, Trustee Cox, Trustee Spagnola, Clerk Linda Wiltse and Rebecca Valk Attorney

Thorne Request Curb Cut @ old Country Roads site-Joseph Zarecki (building engineer) & Oakley Thorne-Mr. Thorne informed the Board of the progress to date on the curb cuts as well as the water and sewer hookups. He added the building is a small family office building with a maximum occupancy of 21 persons. The building will architecturally fit in the Village of Millbrook. Mr. Thorne displayed an artist's rendition of the building they have in mind. The Front Street portion of the building will be two stories and the two wings off of this will be a single story with a courtyard in the middle. Both street elevations were shown. Trustee Spagnola asked about parking requirements. Mr. Thorne responded that the Village engineer informed him the needs are 16 and the plans currently have 21 parking spaces. Mr. Thorne stated there is currently a 48 inch storm water pipe under the center of the proposed building. He has spoken with Scott Osborne of VRI about replacing this storm pipe with a larger square pipe.

Joseph Zarecki showed plans displaying the original footprint and the current curb cuts. He then proceeded to show the new curb cuts requested and the footprint of the new building plans. Mr. Zarecki added the Highway superintendent has completed a visual site observation for both directions and found that it is adequate. He also stated they had a line of site study done and it was found adequate and exceeded all line of the site requirements. The Village engineer should have no problem with the line of sites.

The other issue is the building location and access to the sewer lines. They have also spoken to Scott Osborne from VRI about a sewer tap with a saddle tap. The NYS DEC letter of approval was read by Linda Wiltse and a copy was given to Mr. Zarecki. They are looking to replace the current storm drain with a box culvert and make the necessary improvements. Bob Collocola has also reviewed this request and given his approval. Discussion continued in reference to hookups and a letter of permission to be presented to the Planning Board as part of the application process.

Trustee Morse offered a letter of support authorizing the curb cuts requested as well as the water hookups for potable water and sprinklers system needs. Trustee Cox made a motion to authorize the creation of this letter of support and Trustee Spagnola seconded. All were in favor.

Department Reports

Water/Sewer-Scott Osborne see attached.

Chart Recorder-Scott stated the chart recorder records levels of the storage tank and levels when the pumps are on and off. These are levels at the water works and the water tower. The chart recorder shorted out in the storm and needs replacing but Scott added it can wait until next year if absolutely necessary. He stated it will cost \$2,300 and it may be possible to recover the costs under insurance. It will take a couple of weeks to order and get in and have installed. The Board approved the replacement of the chart recorder.

Overflow Tank-Scott informed the Board that sticks and other debris were caught on a probe used in the past to check high levels at the overflow tank. The probe and the debris have been removed.

Water Tank-A public water supply inspection was conducted by the D.C. Environmental Health Services. The inspection specified 3 items needing attention. The first item is the painting of the water tank which they want completed as soon as possible. Scott stated the cost to paint the tower has doubled to \$35,000 since the initial estimate. He added that no timeline was assigned to paint the water tank but they do not want the Village to lose sight of the need to paint the tank.

The second item is access to the infiltration galleries across the stream since during inspection there is no way to access this area. The Village must provide a suitable way to access the infiltration gallery located southeast from the treatment building by 12/31/2011. The DC Environmental Health Services wants year round access. A steel beam may be a solution with planks on it. Scott stated he will speak with Bob Collocola about a solution with minimal cost.

The third item is the bunker repairs. Scott stated that plans have been approved and it has been requested to have the project complete by 10/31/11. Two must be completed and this will take a week or two. MPA wet weather sampling must be completed no later than the end of November. Scott added that 8 feet of the bunkers must be cut down and then removed. They then must install a steel rebar and pour concrete and put a cap on each. These new bunker caps will be disinfected before each one is put back on line.

Church Alliance-Scott Osborne stated a sewer line for the newest building was run through a storm line which was not reconnected. The sewer line must be moved. A drawing and explanation of the process was submitted by Church Alliance. Scott added they must cross a storm drain, a sidewalk and a curb again. He stated he has concerns and the Village can't let this error from 2006 happen again. Scott will inspect the site this time. Trustee Spagnola asked about cleanouts being installed every 50 feet. He also questioned if the work was not to be done during school days so as not to disrupt service to the Alden Terrace Condominiums and the three Millbrook School District buildings. He added that everyone affected must be notified well in advance. Trustee Morse asked for a timeframe for completion of this correction. Scott said they must do it in a day to have the least impact on the other waste water service users. Trustee Spagnola stated he would like to see a saddle tap used. Scott asked if the Board requires another fee to tap into the waste water line as well as a bond fee in case something goes wrong. Scott stated he can measure the 2 manholes to see if the grades are acceptable. A motion to approve a charge of \$500 for a tap fee and \$500 for a bond fee was made by Trustee Cox. Trustee Spagnola seconded and all were in favor. Andrew Ciferri recommended that

Church Alliance get a price on a pump station in case they cannot access the sewer main properly. On sight presence of Bob Collocola and Scott Osborne was required for all inspections by the Board of Trustees.

Highway-Trustee Morse-see attached.

Clerk/Treasurer-Clerk Linda Wiltse stated all interest has been posted, bank balances and revenue/expense reports have been submitted. She added the Village has received an annual state aid check totaling \$9,185.00 from the NYS Dept. of Taxation and Finance. Central Hudson has submitted a check for the franchise fees for the first half of 2011 for a sum of \$15,405.00. Clerk Linda Wiltse informed the Board a free rabies vaccine clinic for dogs, cats, and domestic ferrets is scheduled for Thursday, November 3, 2011 from 11 am to 3 pm at the Stanford Firehouse.

Clerk Linda Wiltse read the Planning Board and Zoning Board of Appeals secretary, Jessica Robison's letter of resignation which is to take effect November 1, 2011. Trustee Cox made a motion to accept the letter resignation as read. Trustee Spagnola seconded and all were in favor.

Clerk Linda Wiltse informed the Board of correspondence updating the County's fiscal position and she asked the Board to consider the County's information when the Village begins the budget process.

The Clerk Linda Wiltse stated her along with the Town of Washington's Recreation Dept. and Ed Olson, Scout Master for Boy Scout Troop 31 and Mike Herzog also representing the troop met today to discuss a new meeting and equipment location. Linda added the Village will continue negotiations with them and submit a final request for space.

Introduce Local Law- Increase Planning Board Size and Set Terms-The public hearing was opened with a motion made by Trustee Cox and seconded by Trustee Spagnola. All were in favor. Trustee Morse stated the Board will continue the public hearing until October 25 to give the Planning Board time to give their input.

Resolution of Introduction for Local Law Amendment Regarding Sewer Rent Language-Trustee Cox made a motion to open the public hearing on the sewer rent language and Trustee Spagnola seconded. All were in favor. Trustee Morse read Section 180-52 as submitted. Andrew Ciferri inquired about the sewer rates for town residents as compared to Village residents. He was informed they are the same. Trustee Cox made a motion to close the public hearing and Trustee Spagnola seconded. All were in favor. Trustee Spagnola made a motion to adopt the local law as submitted and Trustee Cox seconded. All were in favor.

Public Participation-Andrew Ciferri asked if there were any changes to the code on parking and signage. Rebecca responded no nothing has been adopted. She referred more specifically to the GB district parking and fines for certain parking offenses. Andy also asked about violations in the code on A-frame signage that is illegal. He asked the Board to step up enforcement. Trustee Morse stated they will pass comments on to the

Code Enforcement Officer, Ken McLaughlin. Jesse from the Millbrook Independent asked for a copy of the new sewer law which was in turn given to him by Rebecca. Andy asked for updates on Bennett and if any further contact with the property owner has been made to tear down the buildings. Rebecca stated the owner Mr. Heithaus has not responded to a request to appear before the court. Mr. Blumenthal and his parties have been named in the action as well.

Trustee Spagnola stated the Thorne Building is being drained down for the winter. Andy inquired about the Downing lease. Trustee Morse responded that it has not been resolved. Andy also inquired about Channel 22. Trustee Morse stated the Village is looking for technical support. Mike Herzog thanked Clerk Linda Wiltse and the Town of Washington Recreation Dept. for meeting with the Boy Scout leaders today and that they felt welcomed and they were invited to be part of the community and family located in the Village Hall.

Project Updates-Trustee Morse stated the Water Committee had meetings in June, July and a third meeting on September 26th which was a question and answer type meeting with Ken Sabia from VRI and Russell Urban-Mead from the Chazen Companies. The committee discussed emergency situations and reactions available to the Village.

Upcoming Dates to Remember

October 24-Water Committee 4:30 pm Village Hall

October 25-Village Board Regular Meeting

November 14-Village Board Regular Meeting

Audit of the Bills

Adjourned at 9:00 p.m. with a motion made by Trustee Morse. The motion was seconded by Trustee Cox. All were in favor.

Respectfully submitted,

Linda T. Wiltse
Village of Millbrook
Clerk/Treasurer