



Board of Trustees Meeting
February 8, 2023 @ 6:00 pm

PLEASE SILENCE YOUR CELL PHONE

Agenda

Village of Millbrook
Board of Trustees
Wednesday, February 8, 2023
6:00 PM
Millbrook Firehouse

Residents are welcome to attend in-person. This meeting will be broadcast on [YouTube](#) Live & then will be posted to the [Village website](#).

The public can comment/question anytime via email villageofmillbrook@gmail.com

1. Open Meeting

Pledge of Allegiance, moment of silence & roll call of trustees

2. Administrative Business

- Minutes approval for 1/11/2023
- Voucher approval
- Arbor Day Proclamation 2023
- Assembly Permit request by St. Joseph's for Palm Sunday 4/2/23

3. Guest Speaker

- G. Whalen III – Bennett park Update

4. Department Reports

- DC Legislature update – Legislator Houston
- Fire & Rescue – Chief Bownas, President Rochfort
 - Resolution for Volunteer Tax Exemption – Mayor Collopy
- Police – OIC Witt
- Highway – Hwy Super Collocola
- Water & Sewer – VRI: S. Osborn
 - Bid spec for Bennett pump station replacement – Delaware B. Bright
 - Proposed water non-compliance fee – Mayor Collopy
- Treasurer & Building Dept – Clerk Witt

5. Old Business

- Resolution to introduce revisions to Chp 220 Vehicle & Traffic – Deputy Mayor Contino
- Sidewalk replacement project – Trustee Herzog
- AirBnB code proposal – Trustee Doro

6. New Business

- Quote for replacement of fence at water tower – Mayor Collopy

7. Public Comments

8. Additional Board Member Updates:

- Deputy Mayor Contino
- Trustee Herzog
- Trustee Doro
- Trustee Murphy
- Mayor Collopy

9. Next Board Meeting

Wednesday, 3/8/2023 - 6PM

10. Executive Session: Water Overcharge Issue

11. Adjournment

BUDGET MEETING DATES:

Department Heads: Please submit your budget and any other paperwork by **February 20th** or earlier

- 2/22/2023 – Water & Sewer
- 3/1/2023 – Police & Highway
- 3/15/2023 – Fire Department & Front Office
- *3/22 or 3/29 - Follow up meetings, as necessary- Personnel & Salaries (Executive Session)*
- 4/5/2023 – Total Budget & Public Hearing
- 4/12/2023 – Regular Monthly Board Meeting

All meetings will be scheduled for 6 PM

Voucher Totals February 8, 2023

- **\$13,167.84 of the GENERAL FUND total** will be funded by the HNL account. This is the 50% deposit required by Hobson Windows to order the new windows for the Village Hall.
- Paid Vouchers include the January NDP bill of \$33,652.86 that was not included in the January meeting vouchers & \$58 check needed for a mayors meeting on 2/7/23

Unpaid Voucher Totals

General Fund	\$ 80,431.75
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Water Fund	\$ 17,072.13
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Sewer Fund	\$ 28,314.90
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TOTALS:	\$ 125,818.78
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Paid Voucher Totals

General Fund	\$ 33,710.86
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MILLBROOK FIRE DEPARTMENT

JANUARY 2023

63 INCIDENTS REPORTED

Millbrook Fire Dept	
Automatic Fire Alarm	6
EMS Call	50
Motor Vehicle Accident	2
Carbon Monoxide	1
Structure Fire	3
Good Intent	1
TOTALS:	63

EMS Responses	
NDP (49-79)	47
MFD Ambulance	2
MFD Members	37

Mutual Aid Given	
Fire	4
EMS	3

Mutual Aid Received	
Fire	2
EMS	6

V.M.P.D MONTHLY REPORT

JANUARY 2023

83 INCIDENTS REPORTED

(including, but not limited to)

Incident #'s 17574-17657

[illegible]



Start: 2023-01-11
End: 2023-01-16
Times: 0:00-23:59

Compliance & Risk Report

Franklin Ave at MOST, NB

Medium Risk Threshold: Speed Limit + 10
High Risk Threshold: Speed Limit + 15
Speed Range: 1 to 150
Time View: By Hour (Total Volumes)

Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	30	Speed Display	30	20	1	1	52
1:00	30	Speed Display	30	19	4	7	60
2:00	30	Speed Display	18	13	1	2	34
3:00	30	Speed Display	30	22	5	1	58
4:00	30	Speed Display	25	23	8	3	59
5:00	30	Speed Display	67	59	9	6	141
6:00	30	Speed Display	197	128	24	9	358
7:00	30	Speed Display	380	360	79	26	845
8:00	30	Speed Display	526	476	90	44	1136
9:00	30	Speed Display	449	442	82	32	1005
10:00	30	Speed Display	443	463	99	44	1049
11:00	30	Speed Display	363	398	98	30	889
12:00	30	Speed Display	382	416	93	42	933
13:00	30	Speed Display	355	364	85	39	843
14:00	30	Speed Display	552	655	151	66	1424
15:00	30	Speed Display	645	592	111	44	1392
16:00	30	Speed Display	590	481	73	26	1170
17:00	30	Speed Display	537	346	60	7	950
18:00	30	Speed Display	412	306	35	30	783
19:00	30	Speed Display	292	217	21	12	542
20:00	30	Speed Display	242	167	33	10	452
21:00	30	Speed Display	171	101	26	14	312
22:00	30	Speed Display	125	78	10	5	218
23:00	30	Speed Display	45	26	5	3	79
Total			6906	6172	1203	503	14784



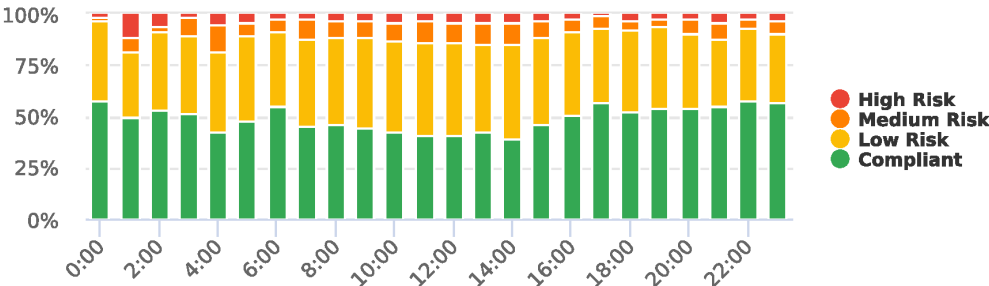
Start: 2023-01-11
End: 2023-01-16
Times: 0:00-23:59

Compliance & Risk Report

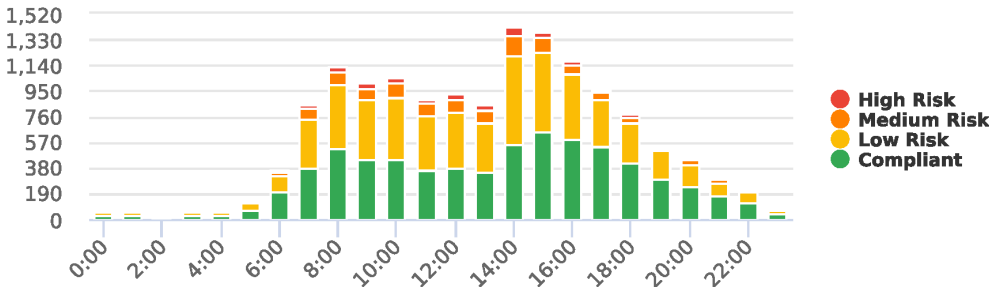
Franklin Ave at MOST, NB

Medium Risk Threshold: Speed Limit + 10
High Risk Threshold: Speed Limit + 15
Speed Range: 1 to 150
Time View: By Hour (Total Volumes)

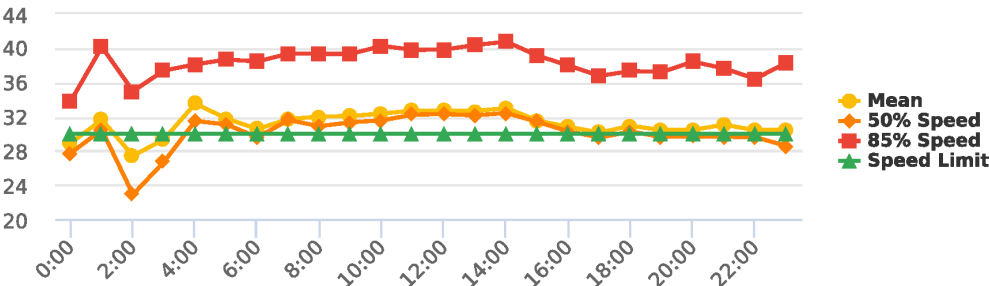
Compliance % by Hour (Totals)



Compliance by Hour (Totals)



Speeds





Start: 2023-01-11
End: 2023-01-16
Times: 0:00-23:59

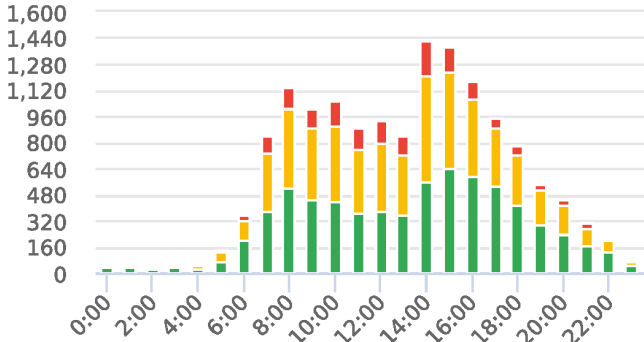
Extended Speed Summary
Franklin Ave at MOST, NB

Violation Threshold: Speed Limit + 10
Speed Range: 1 to 150

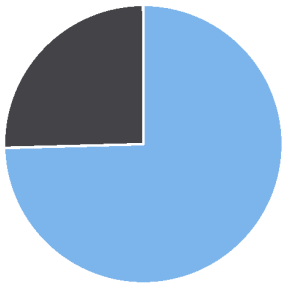
Overall Summary

Total Days of Data: 6
Speed Limit: 30
Average Speed: 31.68
50th Percentile Speed: 31.05
85th Percentile Speed: 38.99
Pace Speed Range: 26-36

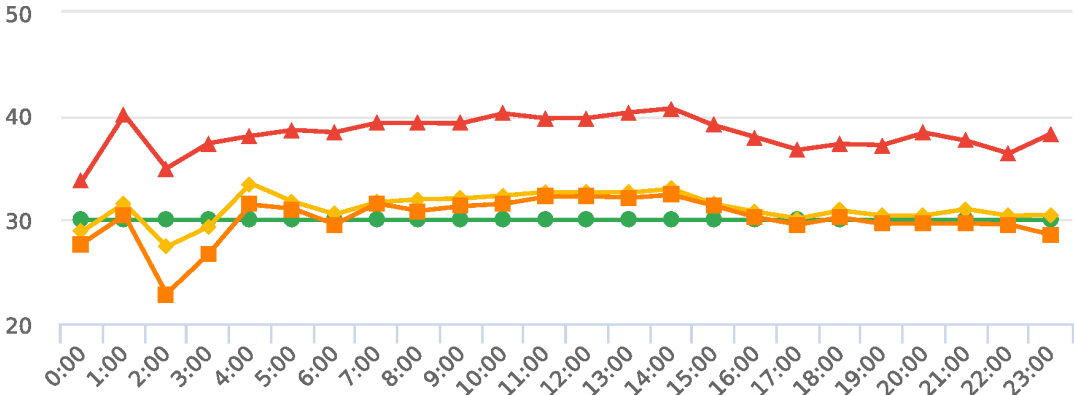
Minimum Speed: 10
Maximum Speed: 63
Display Mode: Speed Display
Average Volume per Day: 2464.0
Total Volume: 14784



● Violators ● Inside Threshold ● Compliant



● Vehicles Slowed ● Other



● Speed Limit ● Average Speed ● 50% Speed ● 85% Speed



Start: 2023-01-11
End: 2023-01-16
Times: 0:00-23:59

Extended Speed Summary
Franklin Ave at MOST, NB

Violation Threshold: Speed Limit + 10
Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Speed Display	30	52	2	3.8%	10.4	0.4	14	47	28.9	27.7	33.8	79.0%
1:00	Speed Display	30	60	11	18.3%	12.0	2.2	11	52	31.6	30.5	40.1	66.8%
2:00	Speed Display	30	34	3	8.8%	6.8	0.6	10	47	27.4	22.9	35.0	64.9%
3:00	Speed Display	30	58	6	10.3%	11.6	1.2	10	47	29.3	26.7	37.4	72.3%
4:00	Speed Display	30	59	11	18.6%	11.8	2.2	19	56	33.5	31.5	38.1	77.8%
5:00	Speed Display	30	141	15	10.6%	28.2	3.0	10	51	31.8	31.1	38.7	76.4%
6:00	Speed Display	30	358	33	9.2%	71.6	6.6	10	58	30.6	29.6	38.4	73.2%
7:00	Speed Display	30	845	105	12.4%	169.0	21.0	10	56	31.7	31.6	39.3	74.9%
8:00	Speed Display	30	1136	134	11.8%	227.2	26.8	10	59	32.0	30.9	39.3	73.7%
9:00	Speed Display	30	1005	114	11.3%	201.0	22.8	10	56	32.1	31.3	39.3	76.0%
10:00	Speed Display	30	1049	143	13.6%	209.8	28.6	10	55	32.4	31.5	40.3	75.8%
11:00	Speed Display	30	889	128	14.4%	222.3	32.0	10	58	32.7	32.2	39.8	74.0%
12:00	Speed Display	30	933	135	14.5%	233.3	33.8	10	60	32.6	32.3	39.8	73.9%
13:00	Speed Display	30	843	124	14.7%	210.8	31.0	10	58	32.6	32.1	40.4	73.1%
14:00	Speed Display	30	1424	217	15.2%	237.3	36.2	10	56	33.0	32.4	40.7	74.2%
15:00	Speed Display	30	1392	155	11.1%	232.0	25.8	10	58	31.5	31.4	39.1	72.1%
16:00	Speed Display	30	1170	99	8.5%	234.0	19.8	10	55	30.8	30.3	38.0	76.4%
17:00	Speed Display	30	950	67	7.1%	190.0	13.4	10	59	30.1	29.5	36.7	74.7%
18:00	Speed Display	30	783	65	8.3%	156.6	13.0	11	56	30.9	30.2	37.3	74.3%
19:00	Speed Display	30	542	33	6.1%	108.4	6.6	10	57	30.4	29.6	37.2	78.9%
20:00	Speed Display	30	452	43	9.5%	90.4	8.6	11	61	30.4	29.7	38.4	75.5%
21:00	Speed Display	30	312	40	12.8%	62.4	8.0	10	63	31.0	29.6	37.6	75.1%
22:00	Speed Display	30	218	15	6.9%	43.6	3.0	11	63	30.4	29.6	36.4	73.7%
23:00	Speed Display	30	79	8	10.1%	15.8	1.6	13	56	30.5	28.6	38.3	77.2%
Total Volumes/ Avg			14784	1706	11.5%	2996.2	348.2	10	63	31.2	30.1	38.3	74.3%
Total/Avg w/o Feedback			0	0	0	0.0	0.0	n/a	n/a	n/a	n/a	n/a	n/a
Total/Avg w/ Feedback			14784	1706	11.5%	2996.2	348.2	10	63	31.2	30.1	38.3	74.3%



Start: 2023-01-25
End: 2023-01-31
Times: 0:00-23:59

Compliance & Risk Report

Franklin Ave at MOST, NB

Medium Risk Threshold: Speed Limit + 10
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Total Volumes)

Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	30	Speed Display	24	19	7	5	55
1:00	30	Speed Display	20	11	6	0	37
2:00	30	Speed Display	29	17	3	0	49
3:00	30	Speed Display	29	23	11	0	63
4:00	30	Speed Display	31	26	2	0	59
5:00	30	Speed Display	68	66	16	2	152
6:00	30	Speed Display	151	125	34	2	312
7:00	30	Speed Display	304	272	75	6	657
8:00	30	Speed Display	387	384	138	6	915
9:00	30	Speed Display	360	387	125	8	880
10:00	30	Speed Display	433	410	94	10	947
11:00	30	Speed Display	508	496	131	11	1146
12:00	30	Speed Display	445	498	152	13	1108
13:00	30	Speed Display	497	510	148	8	1163
14:00	30	Speed Display	497	510	107	10	1124
15:00	30	Speed Display	539	526	150	13	1228
16:00	30	Speed Display	537	453	135	8	1133
17:00	30	Speed Display	523	415	81	4	1023
18:00	30	Speed Display	392	303	47	2	744
19:00	30	Speed Display	226	174	36	0	436
20:00	30	Speed Display	193	121	23	4	341
21:00	30	Speed Display	133	91	10	1	235
22:00	30	Speed Display	141	95	22	2	260
23:00	30	Speed Display	58	38	9	4	109
Total			6525	5970	1562	119	14176



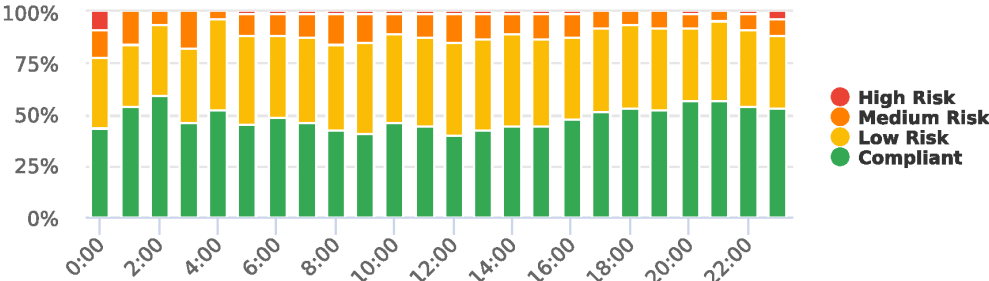
Start: 2023-01-25
End: 2023-01-31
Times: 0:00-23:59

Compliance & Risk Report

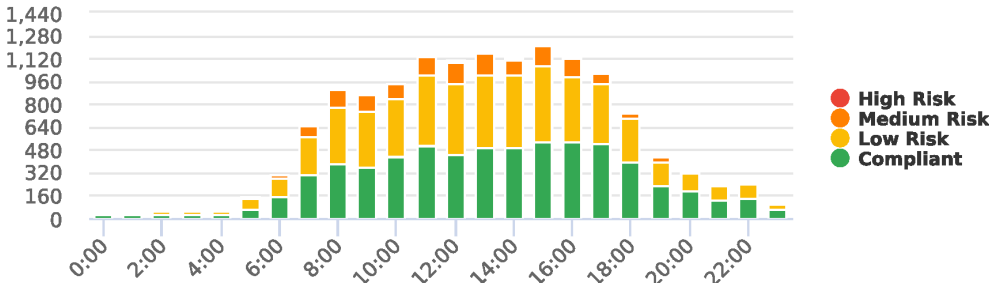
Franklin Ave at MOST, NB

Medium Risk Threshold: Speed Limit + 10
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Speed Range: 1 to 150
Time View: By Hour (Total Volumes)

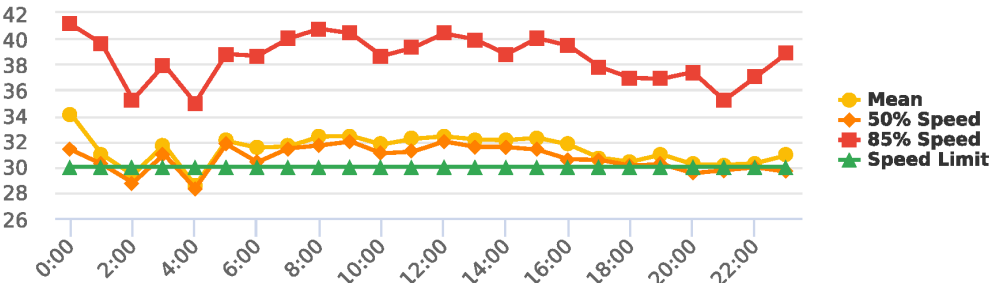
Compliance % by Hour (Totals)



Compliance by Hour (Totals)



Speeds





Start: 2023-01-25
End: 2023-02-01
Times: 0:00-23:59

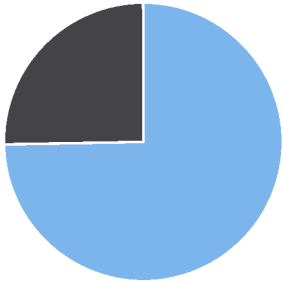
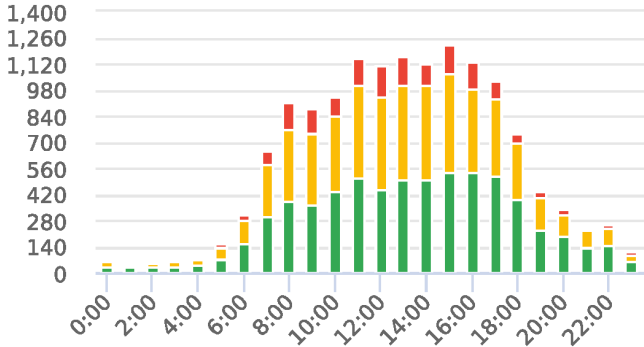
Extended Speed Summary
Franklin Ave at MOST, NB

Violation Threshold: Speed Limit + 10
Speed Range: 1 to 150

Overall Summary

Total Days of Data: 6
Speed Limit: 30
Average Speed: 31.73
50th Percentile Speed: 31.09
85th Percentile Speed: 39.11
Pace Speed Range: 26-36

Minimum Speed: 10
Maximum Speed: 75
Display Mode: Speed Display
Average Volume per Day: 2374.8
Total Volume: 14249



● Violators ● Inside Threshold ● Compliant

● Vehicles Slowed ● Other



● Speed Limit ● Average Speed ● 50% Speed ● 85% Speed



Start: 2023-01-25
End: 2023-02-01
Times: 0:00-23:59

Extended Speed Summary
Franklin Ave at MOST, NB

Violation Threshold: Speed Limit + 10
Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Speed Display	30	76	17	22.4%	15.2	3.4	15	70	33.6	31.3	41.1	65.8%
1:00	Speed Display	30	46	6	13.0%	9.2	1.2	13	48	30.0	29.4	38.9	65.3%
2:00	Speed Display	30	61	5	8.2%	12.2	1.0	15	48	30.1	29.0	36.2	73.7%
3:00	Speed Display	30	76	14	18.4%	15.2	2.8	17	56	32.5	31.6	39.2	71.2%
4:00	Speed Display	30	77	4	5.2%	15.4	0.8	15	44	29.4	28.9	36.2	72.8%
5:00	Speed Display	30	152	18	11.8%	38.0	4.5	14	57	32.0	31.8	38.8	73.5%
6:00	Speed Display	30	312	36	11.5%	78.0	9.0	11	55	31.5	30.4	38.6	74.3%
7:00	Speed Display	30	657	81	12.3%	164.3	20.3	10	54	31.6	31.4	40.0	77.5%
8:00	Speed Display	30	915	144	15.7%	228.8	36.0	10	56	32.4	31.7	40.8	75.7%
9:00	Speed Display	30	880	133	15.1%	220.0	33.3	10	63	32.4	32.0	40.4	73.8%
10:00	Speed Display	30	947	104	11.0%	189.4	20.8	10	59	31.7	31.0	38.6	76.5%
11:00	Speed Display	30	1146	142	12.4%	229.2	28.4	11	58	32.2	31.2	39.3	73.5%
12:00	Speed Display	30	1108	165	14.9%	221.6	33.0	10	61	32.4	32.0	40.4	75.6%
13:00	Speed Display	30	1163	156	13.4%	232.6	31.2	10	57	32.1	31.6	39.9	74.2%
14:00	Speed Display	30	1124	117	10.4%	224.8	23.4	10	57	32.1	31.5	38.8	75.5%
15:00	Speed Display	30	1228	163	13.3%	245.6	32.6	11	63	32.3	31.3	40.0	74.0%
16:00	Speed Display	30	1133	143	12.6%	226.6	28.6	10	64	31.7	30.6	39.4	75.2%
17:00	Speed Display	30	1023	85	8.3%	204.6	17.0	10	54	30.7	30.5	37.8	74.0%
18:00	Speed Display	30	744	49	6.6%	148.8	9.8	11	57	30.4	30.1	36.9	73.2%
19:00	Speed Display	30	436	36	8.3%	87.2	7.2	11	50	31.0	30.2	36.9	75.3%
20:00	Speed Display	30	341	27	7.9%	68.2	5.4	10	60	30.2	29.5	37.4	75.1%
21:00	Speed Display	30	235	11	4.7%	47.0	2.2	10	64	30.2	29.7	35.2	77.8%
22:00	Speed Display	30	260	24	9.2%	52.0	4.8	13	54	30.3	30.0	37.0	72.8%
23:00	Speed Display	30	109	13	11.9%	21.8	2.6	13	75	30.9	29.6	38.8	75.3%
Total Volumes/ Avg			14249	1693	11.9%	2995.6	359.3	10	75	31.4	30.7	38.6	73.8%
Total/Avg w/o Feedback			0	0	0	0.0	0.0	n/a	n/a	n/a	n/a	n/a	n/a
Total/Avg w/ Feedback			14249	1693	11.9%	2995.6	359.3	10	75	31.4	30.7	38.6	73.8%



Public Works Monthly Report January 2023

- Building boiler inspections performed
- Removed storm damage debris from Nine Partners
- Continue picking up Christmas trees
- Cleaned out leaves from inside tennis courts
- Patched potholes
- Came in to remove down tree on Nine Partners
- Salted Linden Ln due to water being pumped into street
- Pumped water from an overflowing dry well on the corner of Linden Lane causing water to build up and run across the street. This condition is being caused by an ill placed basement sump pump. We had to drain the area on 1/30, 2/1, 2/2 & 2/3. Homeowners have been made aware of this ongoing problem. (*see photos next slide*)
- Installed a rack in the Gym to hold brooms, mops, etc. Clearing the hallway area.
- Came in for 4 snow and ice conditions.



Pumped water from an overflowing dry well on the corner of Linden Lane causing water to build up and run across the street.

Monthly Water Report

January 2023

	January	December	November
Total Water Produced	4,381,745	4,671,075	4,358,720
Average Daily Flow	141,350	150,680	145,290
Peak Day Flow	178,130	187,730	181,360

Sampling Results:

	January	December	November
Total Coliform	Absent	Absent	Absent

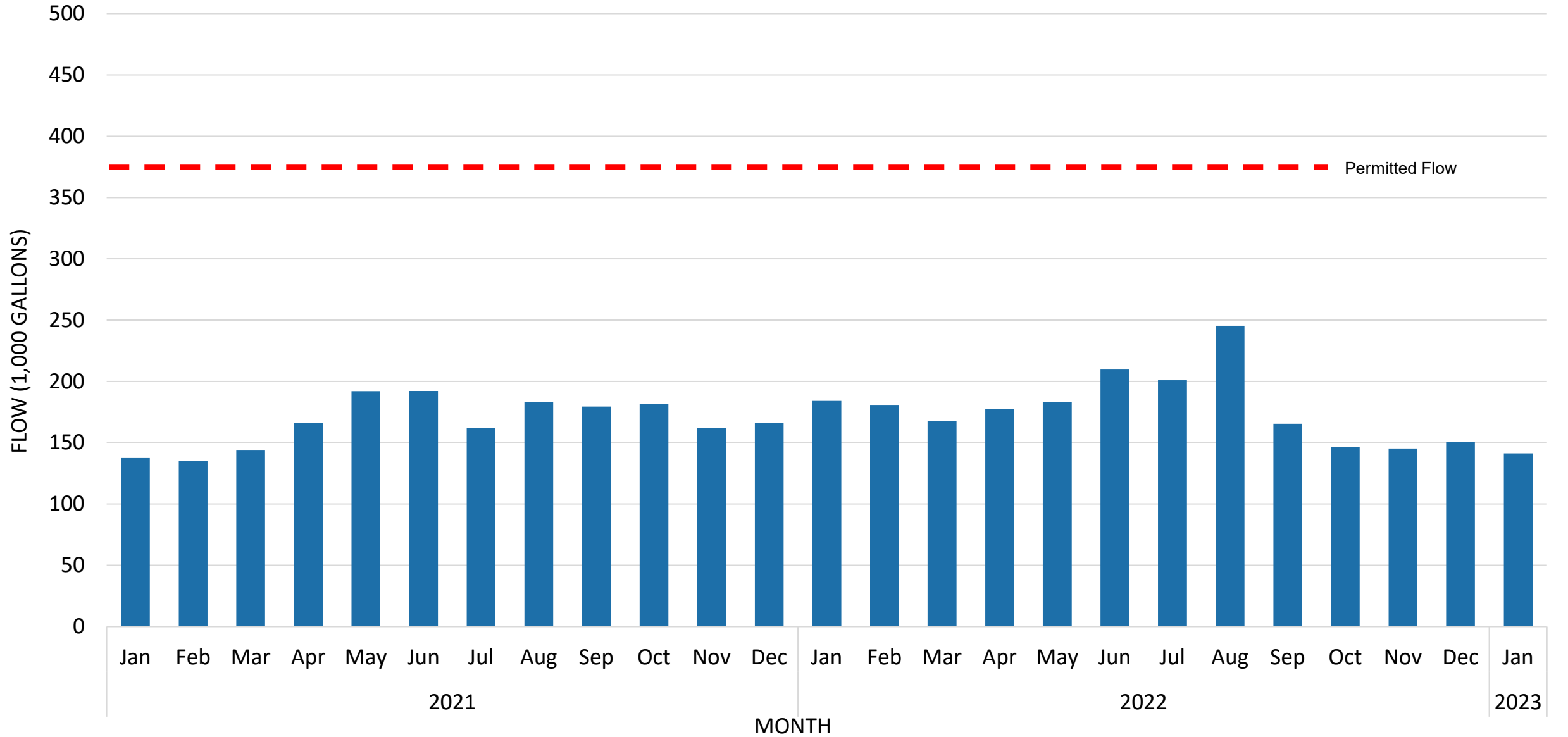
* Results not in compliance

Comments:

1. Performed all routine sampling and maintenance
2. Completed Annual Water Withdrawal Report and submitted to NYSDEC
3. Worked on budget

Millbrook Water

■ Average Daily Flow



Non-reading or inaccessible water meters

Issue: VRI has identified ~30 water meters in residents' homes which cannot be read due to a variety of factors, resulting in estimated billing statements, which is not desirable.

Solution: VRI needs access to each meter to repair or replace it at no cost to the customer.

Status: Despite notices in quarterly bills, there has been minimal resident response to-date.

Proposed Resolution: Board approval of VRI implementing the following non-compliance procedure to encourage resident support in resolving this issue:

1. Initial notice is to be given by VRI on the 1st quarterly bill, highlighted in red, stating that resident's water meter was unreadable, resulting in an estimated bill, and that the customer must call VRI to schedule a date/time for it to be repaired or replaced.
2. If there is no customer response, then the next (2nd) quarterly bill will contain the same red notice plus a letter from the Mayor stating that the following (3rd) quarterly bill will include a \$250 non-compliance fee unless the customer schedules an appointment with VRI prior to that (3rd) bill.
3. If there is still no customer response by the time the next (3rd) quarterly bill is issued, then the \$250 non-compliance fee gets included in the water bill. However, this fee will be waived if the customer schedules an appointment with VRI prior to issuance of the next (4th) bill.
4. If there is still no customer response, then the \$250 in the 3rd quarterly bill will be collectable and the 4th quarterly bill will include the same notices and another \$250 fee. This latest fee would be waived if the customer schedules an appointment prior to issuing the next (5th) quarterly bill. Repeat this step until resolution.

Millbrook Water Accomplishments 2022



1. Flushed all fire hydrants
2. Replaced 4 fire hydrants – Alden Place, Franklin Ave (Stewart's), 2 on Maple Ave
3. Repaired damaged fire hydrant on Dineen
4. Replaced curb valve at Sewer plant
5. Repaired 2 curb valves and curb boxes (Harts Village and Bennett Common)
6. Repaired 2 water service line leaks – Bennett complex
7. Repaired water main break on Nine Partners Lane
8. Installed 3 new 6-inch water valves on North Ave and Fountain Place
9. Installed 10 new water meters
10. Repaired several non-reading water meters
11. Replaced defective check valve for pump #1 and repaired the check valve for pump #2
12. Installed new fence at entrance to water plant
13. Replaced damaged fence by stream at water plant
14. Completed Annual Water Withdrawal Report for DEC

Monthly Sewer Report

January 2023

	January	December	November	Permit Limit
Total Effluent Flow	9,759,915	8,849,484	5,416,211	n/a
Average Daily Flow	314,800	285,500	180,540	n/a
12-Month Rolling AVG	174,000	158,000	146,000	250,000
Peak Daily Flow	575,132	632,424	294,949	n/a
Precipitation (<i>in. as liquid</i>)	4.8"	4.7"	4.0"	n/a

SPDES Permit Samples: (mg/l)

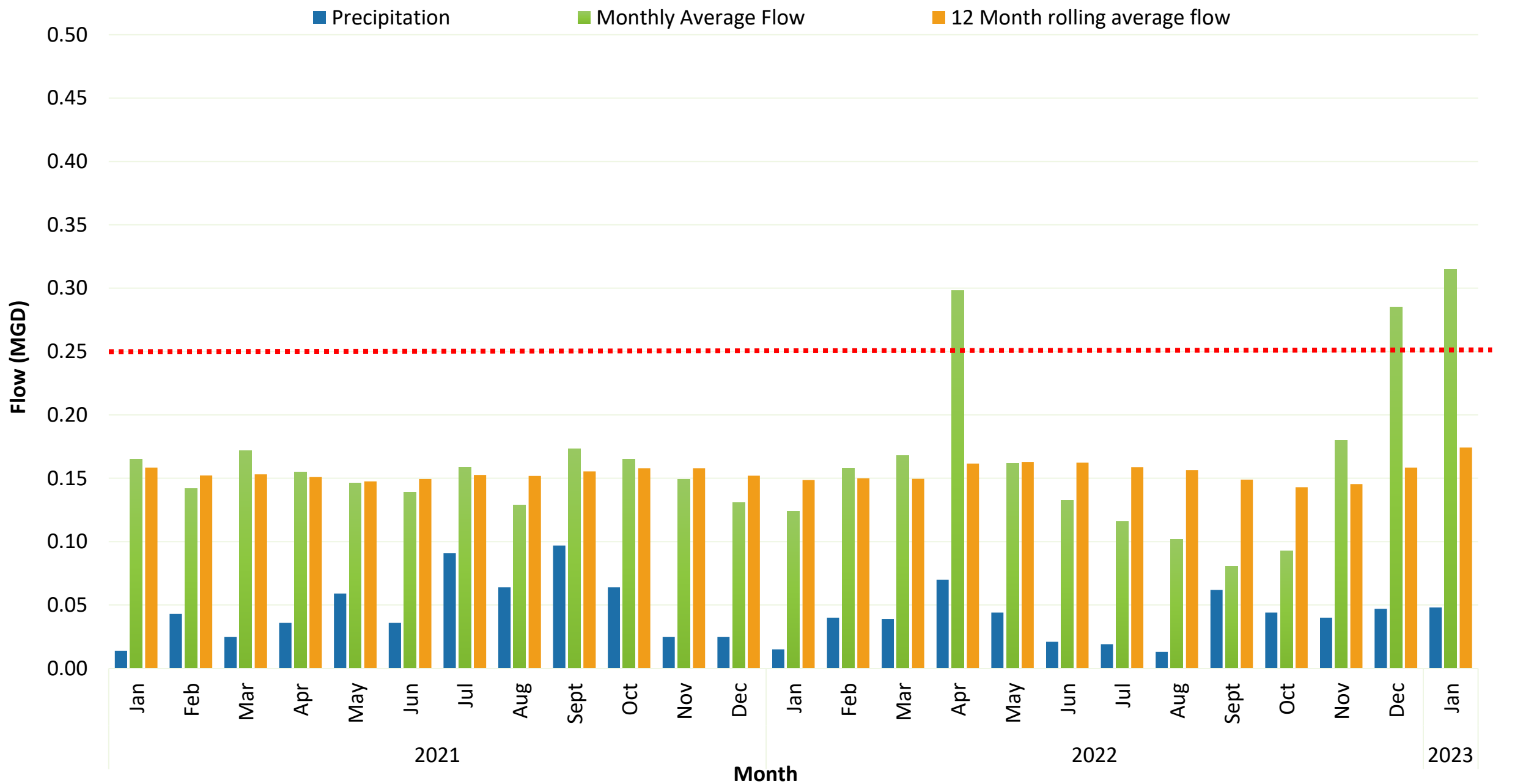
	January	December	November	Permit Limit
BOD	4 mg/l	2.5 mg/l	2.4 mg/l	15 mg/l
Percent Removal	97 %	99 %	99%	85%
Total Suspended Solids	2 mg/l	8.7 mg/l	10 mg/l	15 mg/l
Percent Removal	97 %	96 %	92%	85%
TKN as N	0.6 mg/l	1 mg/l	1 mg/l	8 mg/l
Fecal Coliform	n/a	n/a	n/a	200/100 ml

* Exceeds permit limit

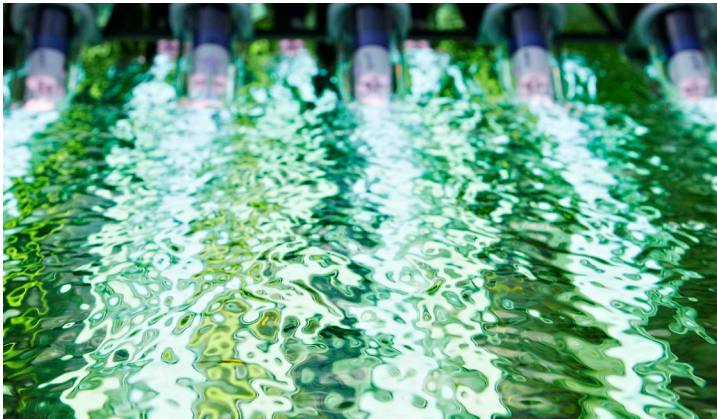
Comments:

1. Performed all routine sampling and maintenance
2. Completed Annual Flow Certification
3. Kinsley service generator
4. Repaired 3 manholes
5. Assisted homeowner with sewer issue. Inspected lateral replacement
6. Worked on budget

Millbrook WWTP



Millbrook Sewer Accomplishments 2022



1. Completed Annual Flow certification for DEC
2. Completed Collection System O&M manual for EPA
3. Cleaned 6,200 feet of sewer main – Haight, Maple, Elm, Anson
4. Performed annual sewer main video inspections – 6,995 feet of main inspected
5. Rebuilt manholes on Reservoir, Front, Dineen
6. Repaired 2 manholes
7. Installed 18 inflow protector covers inside manholes
8. Installed 482 ft of Cured In Place Pipe on Velletri Way
9. Cleaned clarifiers and dechlor tank
10. Repaired radiator on generator
11. Annual I&I Management Report submitted to DEC before deadline

Treasurer's Report: Bank Balances - January 2023

	01/31/23	DEPOSITS	DISBURSED	INTEREST	01/31/23
TAX ACCOUNT	\$348,757.26	\$0.00	\$159,000.00	\$60.48	\$189,817.74
GENERAL FUND	\$47,628.16	\$176,334.82	\$189,849.42	\$6.69	\$34,120.25
WATER FUND	\$69,554.34	\$29,847.73	\$37,382.84	\$12.97	\$62,032.20
SEWER FUND	\$80,500.09	\$33,828.85	\$28,596.58	\$16.03	\$85,748.39
ACCOUNTS PAYABLE	\$9,856.38	\$198,235.78	\$164,616.72	\$0.00	\$43,475.44
ESCROW (PLANNING & ZONING)	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
HNL TRUST	\$39,799.09	\$0.00	\$0.00	\$6.76	\$39,805.85
MEDICAL DEDUCTIBLE	\$9,283.92	\$0.00	\$1,371.02	\$0.00	\$7,912.90
MILLBROOK RESTORATION	\$23,732.38	\$0.00	\$0.00	\$5.04	\$23,737.42
PAYROLL ACCOUNT	\$11,549.46	\$47,446.25	\$48,532.92	\$0.00	\$10,462.79
POLICE VEHICLE FUND	\$1,728.24	\$0.00	\$0.00	\$0.00	\$1,728.24
RESERVE FOR FIRE TRUCK	\$1,673.10	\$0.00	\$0.00	\$0.21	\$1,673.31
RESERVE FOR HIGHWAY EQUIPMENT	\$13,087.81	\$0.00	\$0.00	\$1.11	\$13,088.92
FIRE/ RESCUE REPAIR RESERVE	\$1.21	\$0.00	\$0.00	\$0.00	\$1.21
RETAINING WALL	\$2,001.50	\$0.00	\$0.00	\$0.00	\$2,001.50
WATER RESERVE	\$9,988.85	\$0.00	\$0.00	\$2.12	\$9,990.97
SEWER REVERSE	\$22,020.35	\$0.00	\$0.00	\$4.67	\$22,025.02
TENNIS COURTS	\$301.69	\$0.00	\$0.00	\$0.07	\$301.76
THORNE TRUST	\$19,492.79	\$0.00	\$0.00	\$2.48	\$19,495.27
TREE REPLACEMENT PROGRAM	\$7,662.47	\$0.00	\$0.00	\$0.00	\$7,662.47
TRIBUTE GARDEN DONATIONS	\$10,075.66	\$0.00	\$0.00	\$2.14	\$10,077.80
TOTAL	\$731,194.75	\$485,693.43	\$629,349.50	\$120.77	\$587,659.45

Treasurer's Report: NYCLASS Balances - January 2023

	Beginning Balance	Contributions	Withdrawals	Income Earned	Month End Balance	Month End Balance
TAX ACCOUNT	\$200,826.58	\$0.00	\$0.00	\$700.49	\$201,527.07	\$200,176.00
WATER FUND	\$20,080.72	\$0.00	\$0.00	\$70.04	\$20,150.76	\$200,176.00
SEWER FUND	\$251,023.43	\$0.00	\$0.00	\$875.55	\$251,898.98	\$20,015.65
RESERVE FOR FIRE TRUCK	\$200,826.58	\$0.00	\$0.00	\$700.49	\$201,527.07	\$250,210.26
TOTAL	\$672,757.31	\$0.00	\$0.00	\$2,346.57	\$675,103.88	\$670,577.91

Average Monthly Yield: 4.0997%

Total Balances - January 2022

	Beginning Balance	Contributions	Withdrawals	Income Earned	Month End Balance
BANK BALANCE	\$731,194.75	\$485,693.43	\$629,349.50	\$120.77	\$587,659.45
NYCLASS BALANCE	\$672,757.31	\$0.00	\$0.00	\$2,346.57	\$675,103.88
TOTAL	\$1,403,952.06	\$485,693.43	\$629,349.50	\$2,467.34	\$1,262,763.33

Clerk/Treasurer Highlights

- Transferred the \$1.21 (interest left in acct) from FD RS Reserve to Fire Truck Reserve- will see reflected next month
- Will meet with Karen about moving the money from the Highway Reserve to General to pay for Truck SIB
- Will with Nicole in getting the Budget Spreadsheet ready to distribute to Department Heads
- Was awarded a scholarship to the NYGFOA conference at the end of March- Government Accounting Classes
- Submitted CHIPS application for North Ave paving
- MBA Update: MBA met 2/6- will be working on a community events calendar for the public

Building Department Report: January 2023

Building Permits Issued	8
Sign Permit	0
Certificate of Occupancy	3
Certificate of Compliance	1
Certificate of Use	0
Municipal Searches	2
Total Fees Collected	1810.00

Planning & ZBA

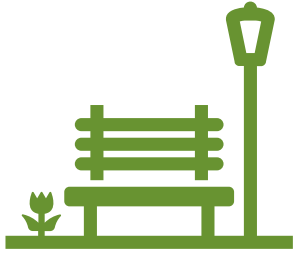
Planning Board:

Will meet in February RE: Accessory Apt on Franklin

Future meeting RE: Bennett Park

ZBA: Unknown

Notes:



Old Business Updates

Resolution to introduce revisions to Chp 220 Vehicle & Traffic – Deputy Mayor Contino

Sidewalk replacement project – Trustee Herzog

AirBnB code proposal – Trustee Doro



New Business

Quote for replacement of fence at water tower – Mayor Collopy

Emergency? ☐

Village of Millbrook Quotation Form				Department: Front Office		
Date Item/ Service is needed by: ASAP				Dept. Head Name: T. Collopy		
Was this item/service budgeted? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				Dept. Head Initials:		
Request Description: Replace fence abutting water tower property which has fallen into disrepair, using funds from the HNL account				Date Submitted: 1/30/2023		
Name of Supplier	Merchant Contact Info	Date Quote Obtained	Amount Per Item or Service	Total	Verbal or Written Quote	Vendor Selected (Check One)
Salem Fence	J. Mackey	1/13/23	-	4800	Written <input type="checkbox"/>	<input checked="" type="checkbox"/>
Millbrook Fence	(No response)					<input type="checkbox"/>
Adams Fairacre	(No response)					<input type="checkbox"/>
						<input type="checkbox"/>

Purchase Policy: Non Public Works

\$0 - \$499 1 written quote or receipt*
 \$500 - \$19,999 3 written quotes*

Estimated Amount of Purchase Contract:

Signature:

**Please attach all
quotes to this form.**

Purchase Policy: Public Works

\$0 - \$499 1 written quote or receipt*
 \$500 - \$34,999 3 written quotes*

Estimated Amount of Purchase Contract:

A good-faith effort shall be made to obtain the required number of proposals or quotations. If the purchaser is unable to obtain the required number of proposals or quotations, the purchaser will document the attempt made at obtaining the proposals. In no event shall the failure to obtain the proposals

** Quotes must be be written, emailed or faxed.*

Board of Trustee Updates

Mayor Tim Collopy

Deputy Mayor Vicky Contino

Trustee Mike Herzog

Trustee Peter Doro

Trustee Patrick Murphy





Next Board of Trustees Meeting:

Monthly Business Meeting

Wednesday, March 8, 2023 at 6:00 pm

Budget Meeting: Water & Sewer

Wednesday, February 22, 2023 at 6:00 pm

Budget Meeting: Police & Fire

Wednesday, March 1, 2023 at 6:00 pm

Budget Meeting: Highway & Front Office

Wednesday, March 15, 2023 at 6:00 pm

**MEETINGS ARE HELD AT THE
Millbrook Firehouse**

20 Front Street, Millbrook

Streaming **LIVE** on [YouTube](#)
SUBSCRIBE NOW!