



Board of Trustees Meeting
January 14, 2026 @ 6:00 pm

PLEASE SILENCE YOUR CELL PHONE



Agenda

Village of Millbrook
Board of Trustees
Wednesday, January 14, 2026
6:00 PM
Millbrook Village Hall

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

OPEN MEETING

- a. Pledge of Allegiance
- b. Roll Call

ADMINISTRATIVE BUSINESS

- a. Minutes Approval
- b. Voucher Approval

DEPARTMENT REPORTS

- a. Fire & Rescue – Chief Boscardin, President Rochfort
- b. Police – Chief Dworkin
- c. Highway – Deputy Mayor Murphy
- d. Water & Sewer – S. Osborn, VRI
- e. Treasurer & Building Dept – Clerk Witt

NEW BUSINESS & UNFINISHED BUSINESS

GENERAL PUBLIC COMMENTS

BOARD MEMBER UPDATES

- a. Mayor
- b. Trustee Updates

EXECUTIVE SESSION

- a. Personnel

NEXT BOARD MEETING

- a. Monthly Business Meeting: Wednesday, February 11, 2026, 6:00 pm @ Village Hall

ADJOURNMENT

Voucher Totals	1/14/26
General Fund	\$154,410.19
Cap Sidewalks	\$10,177.00
WWTP Upgrade	\$3,711.60
PD Tech Grant	\$5,829.00
Water Fund	\$28,931.42
Sewer Fund	\$21,811.19
TOTAL:	\$224,870.40

MILLBROOK FIRE DEPARTMENT

December 2025

85 INCIDENTS REPORTED

Millbrook Fire Dept	
Automatic Fire Alarm	22
EMS Call	53
Motor Vehicle Accident	3
Tree & Wires	-
CO	3
Structure Fire	1
Odor of Gas	1
Vehicle Fire	1
TOTALS:	85

EMS Responses49	
NDP (49-79)	49
MFD Ambulance	12
MFD to Hospital	4
MRS Members	25
MFD Members	30

Mutual Aid Given	
Fire	1
NDP	9

Mutual Aid Received	
Fire	1
NDP	4

2025
Total Incidents
944

Police Department Report

INCIDENT REPORTS

MONTH REPORTED: DECEMBER 2025			CALLS FOR SERVICE		167
911 Hangup		Forgery /Fraud		Public Safety	
Alarm Burglar/Fire/Panic	5	Harassment		Records Request	
Animal Complaint		Hazardous Condition		Road Hazard	
Arrests		Juvenile		School Check	11
Assault		Larceny		Security Check	4
Assist Citizen	3	Littering		Suspicious Person/Activity	
Assist Other Agency	1	Lockout	2	Suspicious Vehicle	
Civil Matter		Medical Aided	3	Traffic Complaint	
Criminal Mischief		Missing Person		Traffic Enforcement Details	24
Disabled Vehicle		Motor Vehicle Accident	1	Unattended Death	
Disorderly Conduct		Motor Vehicle/Residential Lockout		Uniform Traffic Tickets	18
Disturbance/Dispute	1	Noise Complaint		Vehicle & Traffic Complaint	
Domestic Incident		Odor of Gas		Vehicle Abandoned	
EDP		Order of Protection		Vehicle Stop	35
Fire	1	Parking Summons	10	Village Event	2
FOIL		Property Check	10	Welfare Check	
Foot Patrol	52	Property Lost/Found	2		

PERSONNEL

APPOINTMENT RECOMMENDATION

The Police Department is recommending the appointment of Antoinette Coccozza as a Part-Time Police Officer. Mrs. Coccozza is New York State certified, a graduate of the Ulster County Law Enforcement Training Academy and has prior experience as a full-time municipal police officer, dispatcher, and correction officer with New York State DOCCS. This appointment is part of our ongoing effort to address current staffing shortages and increase personnel levels.

COMMUNITY OUTREACH

TOYS FOR TOTS

This past holiday season, the Village of Millbrook Police Department was proud to work alongside the Hudson Valley Toys for Tots program to help bring some extra joy to children in need. Department members assisted with the collection and distribution of more than 3,000 toys to families throughout the region, helping make the Christmas season a little brighter for many local children. We are grateful for the opportunity to support this meaningful program and to continue strengthening our connection with the community we serve.



Public Works Monthly Report December 2025

- Completed village-wide leaf pickup
- Assisted the Millbrook Fire Department with setup for the Parade of Lights
- Participated in the Parade of Lights
- Performed in-house servicing of the 2015 F-550
- Responded to 12 snow events throughout December
 - Total accumulation of 20 inches of snow, ice, and rain
- Began curbside collection of Christmas trees from village residences
- Serviced all snow-removal equipment
 - Greased and serviced all sanders, plows, and trucks
 - Replaced plow blade on the Kubota sidewalk tractor



SNOW ORDINANCE

PARKING IS PROHIBITED on all Village streets from
12:00 AM to 6:00 AM starting
December 1st thru March 31st

Obstruction of snow removal and street cleaning is prohibited. Violators will be ticketed.

2025
Millbrook
Parade of
Lights



Monthly Water Report

December 2025

	December	November	October
Total Water Produced	4,729,035	4,423,772	4,831,535
Average Daily Flow	152,550	147,500	155,856
Peak Day Flow	183,020	185,300	195,820

Sampling Results:

	December	November	October
Total Coliform	Absent	Absent	Absent

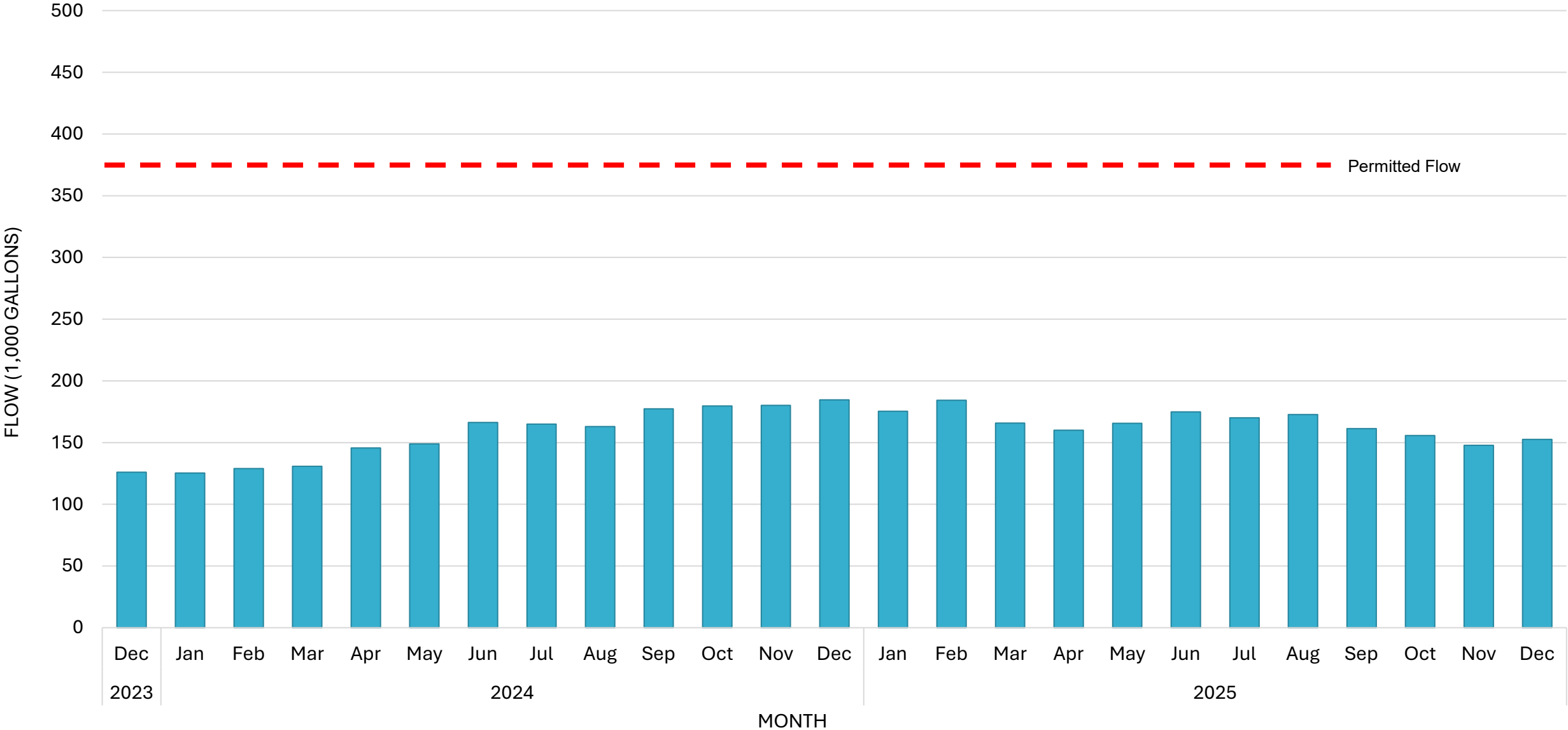
* Results not in compliance

Comments:

1. Performed all routine sampling and maintenance
2. Service line leak 3298 Franklin - repaired and installed new curb valve
3. Replaced 2 curb valves on Anson
4. Leak at 28 Alden due to freezing - shut off water and owner repaired
5. Read water meters

Millbrook Water

Average Daily Flow



Monthly Sewer Report

December 2025

	December	November	October	Permit Limit
Total Effluent Flow	4,089,660	3,653,460	3,406,510	n/a
Average Daily Flow	131,925	121,800	109,900	n/a
12-Month Rolling AVG	153,000	156,000	155,000	250,000
Peak Daily Flow	214,440	166,215	192,770	n/a
Precipitation <i>(in. as liquid)</i>	3.8"	3.2"	5.0"	n/a

SPDES Permit Samples: (mg/l)

	December	November	October	Permit Limit
BOD	2 mg/l	2 mg/l	2 mg/l	15 mg/l
Percent Removal	99 %	99 %	99 %	85%
Total Suspended Solids	2 mg/l	2 mg/l	2 mg/l	15 mg/l
Percent Removal	99 %	99 %	99 %	85%
Ammonia	0.05 mg/l	0.08 mg/l	0.11 mg/l	5 mg/l
Fecal Coliform	N/A	N/A	2/100 ml	200/100 ml

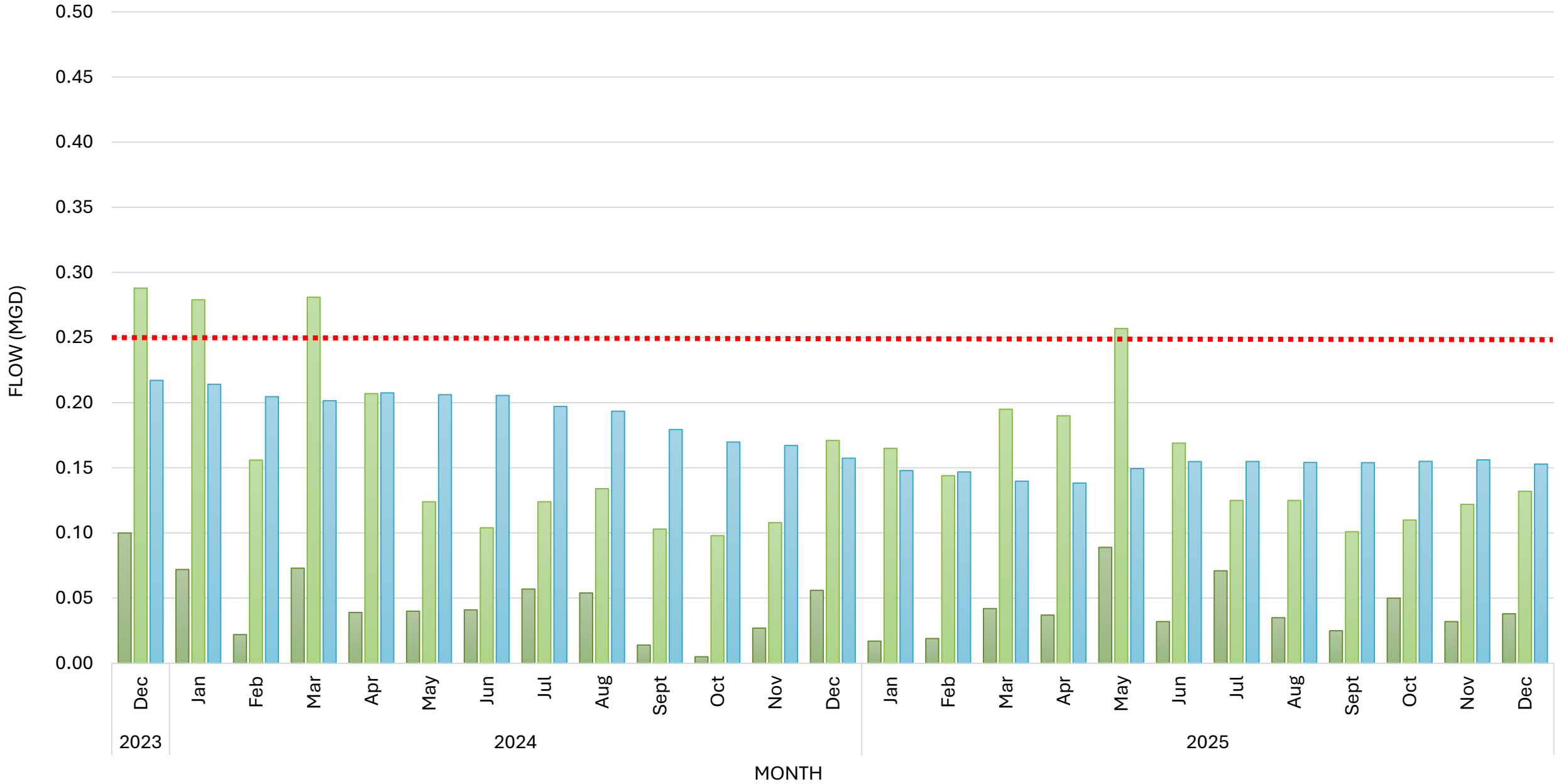
* Exceeds permit limit

Comments:

1. Performed all routine sampling and maintenance
2. EarthCare hauled sludge
3. ORF cleaning
4. Tree down in filter bed, fence damaged - Highway removed
5. Kinsley serviced generator

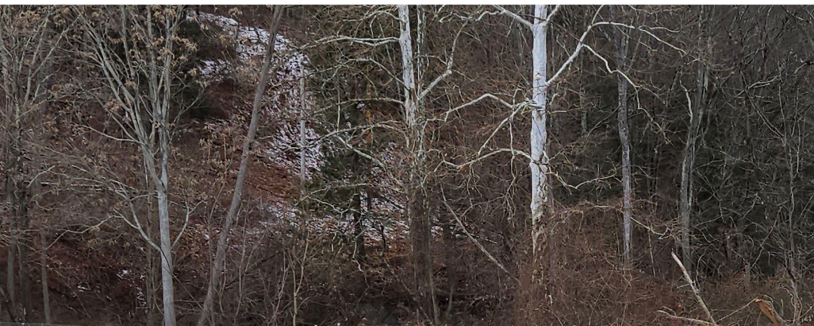
Millbrook WWTP

Precipitation Monthly Average Flow 12 Month rolling average flow



Wastewater Treatment Plant Incident & Response

A fallen tree damaged the filter bed and fencing; the Village Highway Department removed the tree.



Building Department Report: December 2025

Building Permits Issued	5
Sign Permit	0
Certificate of Use	0
Certificate of Occupancy	1
Certificate of Compliance	1
Municipal Searches	0
Short Term Rental App	0
Fire Inspection (not STR)	0
Total Fees Collected	\$3533.00

Planning & Zoning- Upcoming Meetings

PLANNING BOARD

- 01/12-Public Hearing (con't from Dec.) 30 Valley Farm Rd Site Plan

ZONING BOARD

- 01/26- Public Hearing – 60 Maple Ave & 30 Valley Farm Rd

Short Term Rentals (STR)

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Treasurer’s Report: Bank Balances - December 2025

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
TAX ACCOUNT	13,293.92	0.00	0.00	2.83	194.26	195.02	13,296.75
GENERAL FUND	10,482.84	194,257.26	156,056.98	9.54	45.92	172.94	48,692.66
WATER FUND	121,897.23	5,838.58	55,036.64	18.40	178.79	290.90	72,717.57
SEWER FUND	85,583.43	15,873.30	22,635.64	18.05	146.33	243.25	78,839.14
ACCOUNTS PAYABLE	5,794.71	169,734.09	163,695.47	0.00	0.00	0.00	11,833.33
BENNETT PUMP STATION	18,013.20	0.00	0.00	3.82	24.03	29.67	18,017.02
ESCROW (PB & ZBA)	15,627.36	0.00	0.00	0.00	0.00	0.00	15,627.36
HNL TRUST	9,099.28	0.00	0.00	1.54	10.61	18.18	9,100.82
MEDICAL DEDUCTIBLE	4,395.22	5,000.00	5,116.36	0.00	0.00	0.00	4,278.86
GRANTS	34,863.27	3,000.00	0.00	7.72	61.67	61.67	37,870.99
PAYROLL ACCOUNT	13,226.38	49,014.09	55,088.88	0.00	0.00	0.00	7,151.59
POLICE VEHICLE FUND	1,728.24	0.00	0.00	0.00	0.00	0.00	1,728.24
RESERVE FOR FIRE TRUCK	1,688.43	0.00	0.00	0.28	1.97	5.77	1,688.71
VEHICLES & EQUIPMENT	1.00	0.00	0.00	0.00	0.00	6.82	1.00
WWTP UPGRADE	321.69	13,000.00	12,610.00	0.00	14.01	506.33	711.69
SIDEWALKS	13,562.21	0.00	0.00	2.88	24.07	43.60	13,565.09
TENNIS COURTS	303.90	0.00	0.00	0.07	0.45	0.76	303.97
TRIBUTE GARDEN DONATIONS	12,134.05	0.00	0.00	2.58	17.96	33.47	12,136.63
TOTAL	362,016.36	455,717.32	470,239.97	67.71	720.07	1,608.38	347,561.42

Treasurer’s Report: NYCLASS Balances - December 2025

Average Monthly Yield: 3.710%

	Beginning Balance	Contributions	Withdrawls	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
FIRE TRUCK RESERVE	471,207.56	0.00	0.00	1,486.96	10,929.13	18,429.57	472,694.52
TAX ACCOUNT	605,888.27	0.00	85,000.00	1,732.22	17,862.48	25,853.55	522,620.49
WATER FUND	41,445.38	0.00	0.00	130.80	835.71	1,020.56	41,576.18
SEWER FUND	58,717.21	0.00	0.00	185.30	1,340.93	2,245.14	58,902.51
FEMA	571.00	0.00	0.00	1.82	12.98	22.29	572.82
BENNETT PUMP STATION	26.82	0.00	0.00	0.05	0.34	3,041.50	26.87
TENNIS COURT RESERVE	4,166.27	0.00	0.00	13.15	96.64	127.38	4,179.42
WWTP UPGRADE	250,636.39	0.00	13,000.00	763.42	7,381.78	10,399.81	238,399.81
TOTAL	1,432,658.90	0.00	98,000.00	4,313.72	38,459.99	61,139.80	1,338,972.62

Total Balances - December 2025

	Beginning Balance	Contributions	Withdrawls	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
BANK OF MILLBROOK	362,016.36	455,717.32	470,239.97	67.71	720.07	1,608.38	347,561.42
NYCLASS	1,432,658.90	0.00	98,000.00	4,313.72	38,459.99	61,139.80	1,338,972.62
TOTAL	1,794,675.26	455,717.32	568,239.97	4,381.43	39,180.06	62,748.18	1,686,534.04

Clerk/Treasurer Highlights

- Received the Washington Ave Paving CHIPS money- \$67,694.63
- By the end of December- we received approx. 38 Military Banner applications

Board of Trustee Updates

Mayor Peter Doro

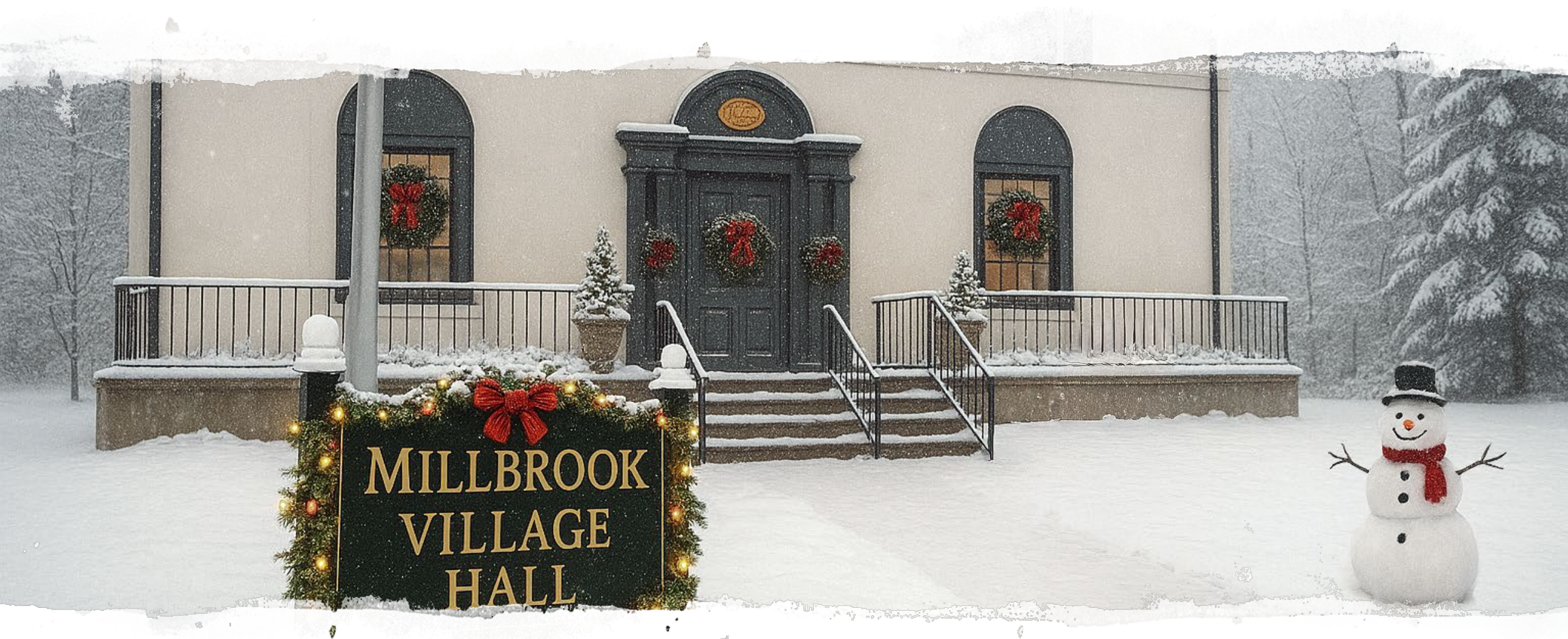
Deputy Mayor Patrick Murphy

Trustee Shannon Mawson

Trustee Julia Bucklin

Trustee Ted Briggs





Next Board of Trustees Meeting:

Monthly Business Meeting @ Village Hall
Wednesday, February 11, 2026 @ 6:00 pm

MEETINGS ARE HELD AT
Village Hall
35 Merritt Ave, Millbrook
(unless otherwise noted)

Meetings Stream **LIVE** on [YouTube](#)
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