



Board of Trustees Meeting  
February 11, 2026 @ 6:00 pm

**PLEASE SILENCE YOUR CELL PHONE**





# Agenda

Village of Millbrook  
Board of Trustees  
Wednesday, February 11, 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](mailto: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
- b. Police – Chief Dworkin
  - [Resolution 2026-003](#) Public Hearing Announcement for 2026 CDBG
  - Officer Morrone resignation and reappointment request
- c. Highway – Deputy Mayor Murphy
- d. Water & Sewer – S. Osborn, VRI
- e. Treasurer & Building Dept – Clerk Witt
  - Local Law for Tax Cap Override Discussion
  - [6-month Financial Update](#) - K. McLaughlin

## NEW & UNFINISHED BUSINESS

## GENERAL PUBLIC COMMENTS

## BOARD MEMBER UPDATES

- a. Mayor
- b. Trustee Updates

## EXECUTIVE SESSION

- a. Discussions of proposed, pending or current litigation

## NEXT BOARD MEETING

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

## ADJOURNMENT

<b>Voucher Totals</b>	<b>Paid</b>	<b>Unpaid</b>
<b>General Fund</b>	\$ 46,527.25	\$ 122,626.63
<b>Cap Sidewalks</b>		\$ 465.00
<b>PD Tech Grant</b>		\$ 7,399.85
<b>Water Fund</b>		\$ 15,854.61
<b>Sewer Fund</b>		\$ 28,413.62
<b>TOTAL:</b>	<b>\$46,527.25</b>	<b>\$ 174,759.71</b>

**1/22/26:** The General Fund paid off the bank loan balance of **\$46,527.25** using insurance recovery proceeds from the totaled Fire Department Chief's vehicle.

# MILLBROOK FIRE DEPARTMENT

## January 2026

74 INCIDENTS REPORTED

Millbrook Fire Dept	
Automatic Fire Alarm	10
EMS Call	51
Motor Vehicle Accident	2
Brush Fire <i>(smoke investigation)</i>	1
CO	7
Structure Fire	2
Odor of Gas	2
<b>TOTALS:</b>	<b>74</b>

EMS Responses	
NDP (49-79)	48
MFD Ambulance	11
MFD to Hospital	2
MRS Members	38
MFD Members	31

Mutual Aid Given	
Fire <i>(2 structure fire)</i>	4
NDP	3

Mutual Aid Received	
Fire	0
NDP	2

### Drills:

- Cold Water Rescue
- Radio Communications
- Driver Training *(last month)*

# Police Department Report

## INCIDENT REPORTS

MONTH REPORTED: JANUARY 2026				CALLS FOR SERVICE	136
911 Hangup		Forgery /Fraud		Property Damage	1
Alarm Burglar/Fire/Panic	4	Harassment	3	Property Lost/Found	1
Animal Complaint		Hazardous Condition		Public Safety	
Arrests		Juvenile		Records Request	4
Assault		Larceny		Road Hazard	
Assist Citizen	1	Littering		School Check	
Assist Other Agency	1	Lockout		Security Check	1
Civil Matter		Medical Aided	8	Suspicious Person/Activity	3
Criminal Mischief		Mental Health	2	Suspicious Vehicle	
Disabled Vehicle	2	Missing Person	1	Traffic Complaint	
Disorderly Conduct		Motor Vehicle Accident	1	Traffic Enforcement Details	17
Disturbance/Dispute		Motor Vehicle/Residential Lockout		Traffic Stop	37
Domestic Incident		Noise Complaint		Unattended Death	
EDP		Odor of Gas		Uniform Traffic Tickets	12
Fire		Order of Protection		Vehicle Abandoned	
FOIL		Parking Summons	5	Village Event	
Foot Patrol	46	Property Check	2	Welfare Check	



### TECHNOLOGY

On January 22, met with a Verizon representative regarding proposed upgrades to the Police Department's communications system. The system presented would improve connectivity and provide the public with a single, centralized phone number to reach the Police Department, reducing reliance on voicemail messages, with calls delivered to on-duty officers in real time. Incoming calls would also be routed to the department cell phone and administrative staff.

When an officer is not on duty, the system would allow callers to leave a message or, if an immediate response is required, transfer the call to the New York State Police. The upgraded system offers expanded capabilities beyond our current platform, including improved interoperability with the New York State Police, and supports efforts to modernize infrastructure, enhance reliability, and strengthen overall communications.

## Public Works Monthly Report **January 2026**



- **Snow Ordinance Reminder:** Parking is prohibited on all Village streets from **12:00 a.m. to 6:00 a.m.** between **December 1 and March 31**. Obstruction of snow removal and street cleaning is prohibited. Violators will be ticketed.
- Extended thanks to Village residents and business owners for their patience and cooperation during multiple snow removal operations.
- Collected remaining Christmas trees from residents throughout the Village.
- Responded to **7 snow events**, totaling approximately **35 inches of snowfall** during January.
- Removed snow from sidewalks and streets with assistance from the **Town of Washington Highway**

**Department and Race Septic**, improving safety for both pedestrians and vehicles throughout the Village.

- Replaced the front window on the Kubota tractor.
- Trimmed trees on **Linden Lane**.
- Filled potholes on **Church Street, Front Street, Maple Avenue, and Anson Avenue**.
- Removed hazardous icicles from **Village Hall**.
- Sincere appreciation to the DPW crew—**Darrin, Geoff, and Matt**—for the countless hours worked, often away from their families, to ensure Village streets, sidewalks, and parking lots remained safe for residents, patrons, and emergency services. I cannot thank you guys enough!



# Monthly Water Report

## January 2026

	January	December	November
<b>Total Water Produced</b>	4,925,175	4,729,035	4,423,772
<b>Average Daily Flow</b>	158,880	152,550	147,500
<b>Peak Day Flow</b>	215,740	183,020	185,300

### Sampling Results:

	January	December	November
<b>Total Coliform</b>	Absent	Absent	Absent

\* Results not in compliance

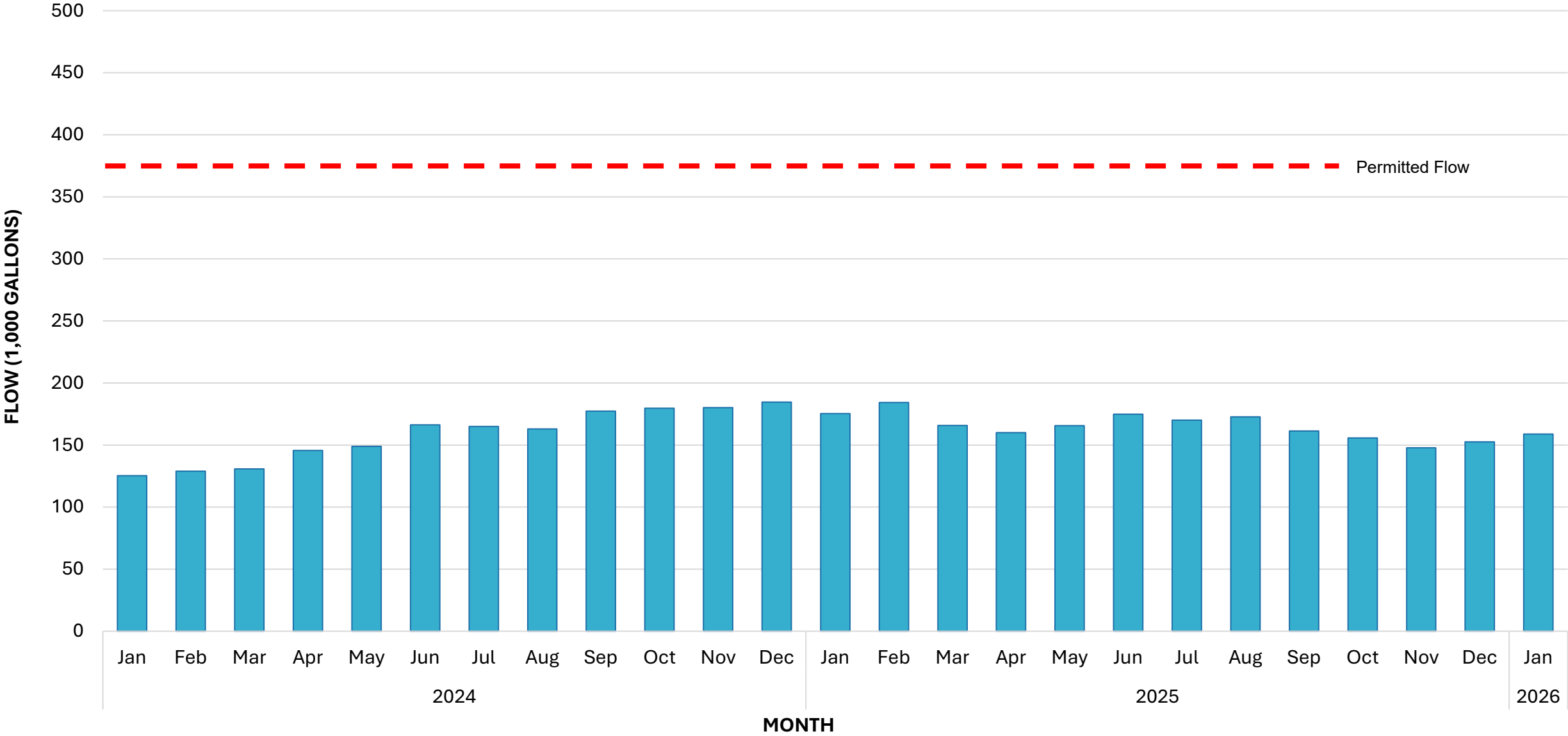
### Comments:

1. Performed all routine sampling and maintenance
2. Water leak on service line for Ciferri Apts off Harts Village Rd. Repaired by owner
3. Replaced frozen meter at 9 Washington Ave



# Millbrook Water

Average Daily Flow



# Monthly Sewer Report

## January 2026

	January	December	November	Permit Limit
<b>Total Effluent Flow</b>	4,470,020	4,089,660	3,653,460	n/a
<b>Average Daily Flow</b>	144,190	131,925	121,800	n/a
<b>12-Month Rolling AVG</b>	151,000	153,000	156,000	250,000
<b>Peak Daily Flow</b>	196,140	214,440	166,215	n/a
<b>Precipitation</b> ( <i>in. as liquid</i> )	2.3"	3.8"	3.2"	n/a

SPDES Permit Samples: (mg/l)

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

\* Exceeds permit limit

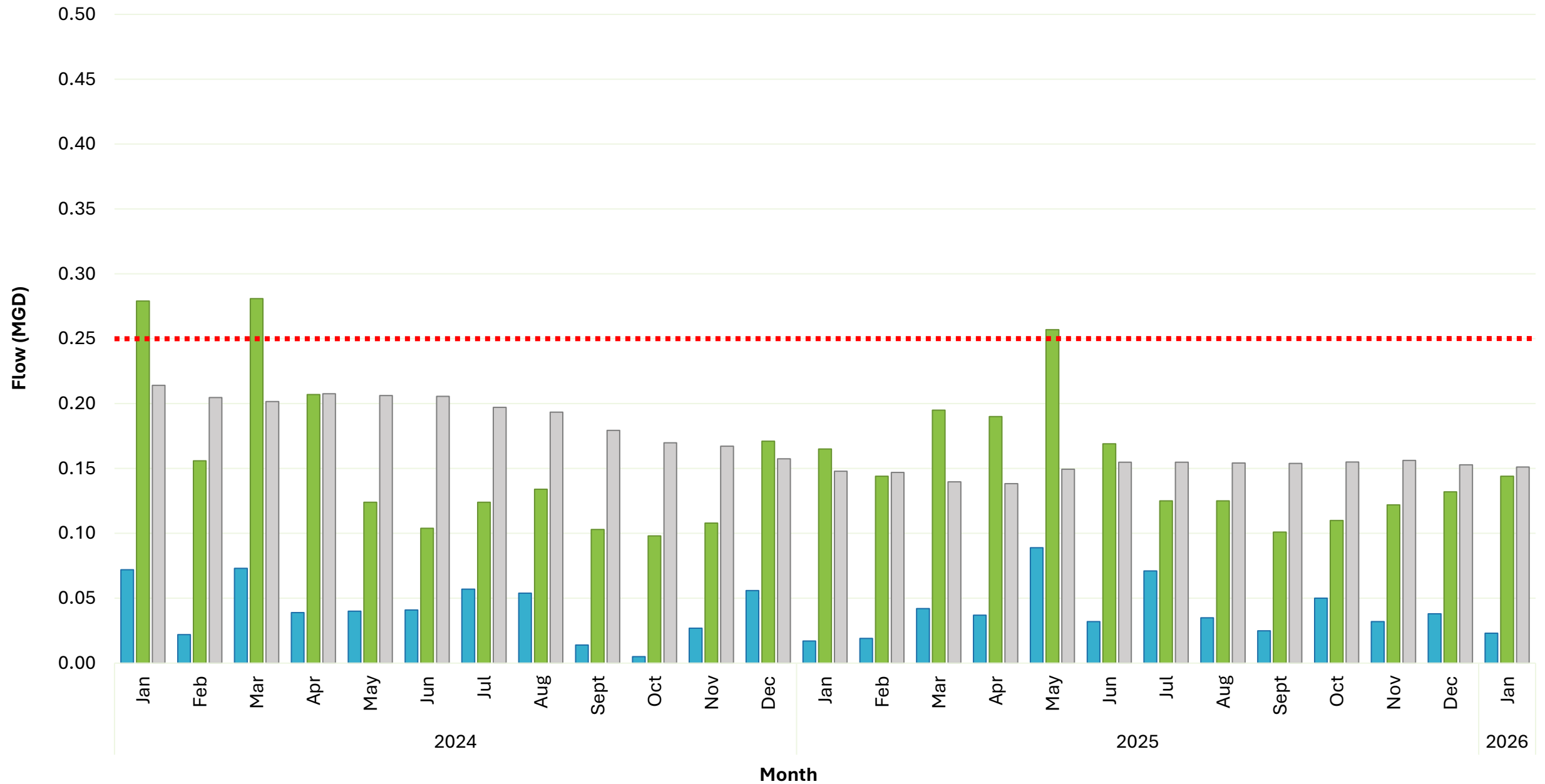
### Comments:

1. Performed all routine sampling and maintenance
2. EarthCare hauled sludge
3. Generator emergency repair - would not start prior to storm
4. Completed and submitted annual flow certification form
5. Completed and submitted annual I&I report to DEC with Tighe & Bond



# Millbrook WWTP

Precipitation   Monthly Average Flow   12 Month rolling average flow



# Building Department Report: January 2026

Building Permits Issued	3
Sign Permit	0
Certificate of Use	0
Certificate of Occupancy	0
Certificate of Compliance	0
Municipal Searches	1
Short Term Rental App	0
Fire Inspection (not STR)	1
<b>Total Fees Collected</b>	<b>450.00</b>

## Planning & Zoning- Upcoming Meetings *Meetings Cancelled due to weather*

### **PLANNING BOARD**

- 

### **ZONING BOARD**

- 

## Short Term Rentals (STR)

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# Treasurer’s Report: Bank Balances - January 2026

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
TAX ACCOUNT	13,296.75	0.00	13,296.75	1.27	195.53	196.29	1.27
GENERAL FUND	48,692.66	255,554.18	264,183.77	5.42	51.34	178.36	40,068.49
WATER FUND	72,717.57	22,477.65	29,846.84	13.34	192.13	304.24	65,361.72
SEWER FUND	78,839.14	17,607.14	21,811.19	15.52	161.85	258.77	74,650.61
ACCOUNTS PAYABLE	11,833.33	271,384.20	276,071.55	0.00	0.00	0.00	7,145.98
BENNETT PUMP STATION	18,017.02	0.00	0.00	3.95	27.98	33.62	18,020.97
ESCROW (PB & ZBA)	15,627.36	0.00	0.00	0.00	0.00	0.00	15,627.36
HNL TRUST	9,100.82	0.00	0.00	1.60	12.21	19.78	9,102.42
MEDICAL DEDUCTIBLE	4,278.86	0.00	2,068.18	0.00	0.00	0.00	2,210.68
GRANTS	37,870.99	1,000.00	5,829.00	7.71	69.38	69.38	33,049.70
PAYROLL ACCOUNT	7,151.59	59,720.50	59,720.50	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	1,688.71	0.00	0.00	0.30	2.27	6.07	1,689.01
VEHICLES & EQUIPMENT	1.00	0.00	0.00	0.00	0.00	6.82	1.00
WWTP UPGRADE	711.69	0.00	0.00	0.09	14.10	506.42	711.78
SIDEWALKS	13,565.09	0.00	10,177.00	1.72	25.79	45.32	3,389.81
TENNIS COURTS	303.97	0.00	0.00	0.06	0.51	0.82	304.03
TRIBUTE GARDEN DONATIONS	12,136.63	0.00	0.00	2.66	20.62	36.13	12,139.29
TOTAL	347,561.42	627,743.67	683,004.78	53.64	773.71	1,662.02	292,353.95

# Treasurer’s Report: NYCLASS Balances - January 2026

	Beginning Balance	Contributions	Withdrawls	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
FIRE TRUCK RESERVE	472,694.52	0.00	0.00	1,445.79	12,374.92	19,875.36	474,140.31
TAX ACCOUNT	522,620.49	0.00	155,000.00	1,348.68	19,211.16	27,202.23	368,969.17
WATER FUND	41,576.18	0.00	0.00	127.16	962.87	1,147.72	41,703.34
SEWER FUND	58,902.51	0.00	0.00	180.17	1,521.10	2,425.31	59,082.68
FEMA	572.82	0.00	0.00	1.81	14.79	24.10	574.63
BENNETT PUMP STATION	26.87	0.00	0.00	0.05	0.39	3,041.55	26.92
TENNIS COURT RESERVE	4,179.42	0.00	0.00	12.76	109.40	140.14	4,192.18
WWTP UPGRADE	238,399.81	0.00	3,000.00	724.15	8,105.93	11,123.96	236,123.96
TOTAL	1,338,972.62	0.00	158,000.00	3,840.57	42,300.56	64,980.37	1,184,813.19

## Total Balances - January 2026

	Beginning Balance	Contributions	Withdrawls	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
BANK OF MILLBROOK	347,561.42	627,743.67	683,004.78	53.64	773.71	1,662.02	292,353.95
NYCLASS	1,338,972.62	0.00	158,000.00	3,840.57	42,300.56	64,980.37	1,184,813.19
TOTAL	1,686,534.04	627,743.67	841,004.78	3,894.21	43,074.27	66,642.39	1,477,167.14

### Clerk/Treasurer Highlights

- Budget Prep for 2026/2027 Fiscal Year
- Completed Bank Recs to Jan 2026
- Complete Mid-Year Report with Senior Acct Clerk McLaughlin
- Sen. Acct Clerk and I are suggesting the Board pass a Local Law to Override the Tax Cap in the event we may need to. Having the LL in place before April allows us to override the cap, if needed, and adopt budget before the due date of May 1<sup>st</sup>.



# Village of Millbrook Mid-Year Report

Fiscal Year 2025-2026

Senior Account Clerk  
Karen McLaughlin

*This report will be a mid-year review- June 1, 2025-  
Jan 31, 2026. An overview of what we budgeted,  
what we received, and what we've expended.*



# Equipment, Supplies & Services:

Department	Budget	Actual
General- Admin	\$227,168	\$151,077
Plan/Build/Zoning	\$40,102	\$19,470
Police	\$46,739	\$21,903
Fire & Rescue	\$835,280	\$497,675
DPW & Snow	\$246,206	\$151,876
Employee Benefits/Debt	\$531,233	\$442,019
Water	\$411,450	\$258,244
Sewer	\$435,100	\$281,542

The General/Admin budgets are trending well so far at 67% expended.

The Planning/Zoning/Building is at 49%.

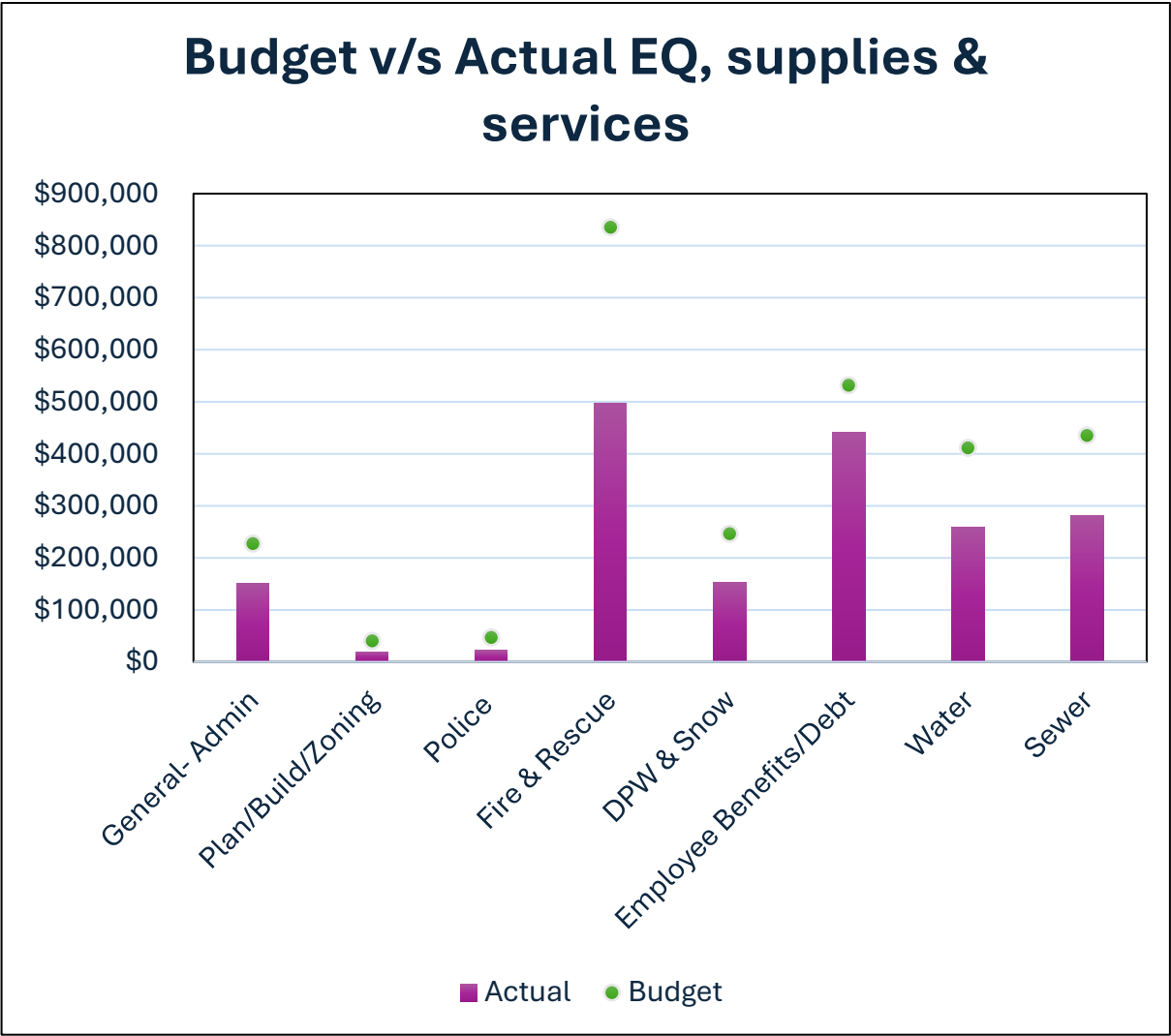
Police expenses are at 47% and looking to end the year within the budget.

The Fire Department is currently at 60%, however, it is important that they communicate and finish the year within their budget.

DPW & Snow is at 67%. As this includes snow removal, sand and salt. This will be a tough year for these line items.

Employee Benefits is at 83% as the annual retirement payment was made in December and is not amortized out.

Water and Sewer budgets for equipment, supplies and contractual services appear on track.



# Payroll:

Department	PR budget	17 PRs
Board of Trustees	\$ 21,430	\$ 32,144
Clerks	\$ 94,713	\$ 153,432
Police	\$ 74,768	\$ 180,299
Building	\$ 11,480	\$ 17,220
DPW & Snow	\$ 163,574	\$ 244,882

There are 26 pay periods, this chart represents 17 pay periods or 65%. There is 35% remaining for this fiscal year. Remaining in each department is:

**Board of Trustees- 67%**

**Clerks- 62%**

**Police- 41%**

**Building- 67%**

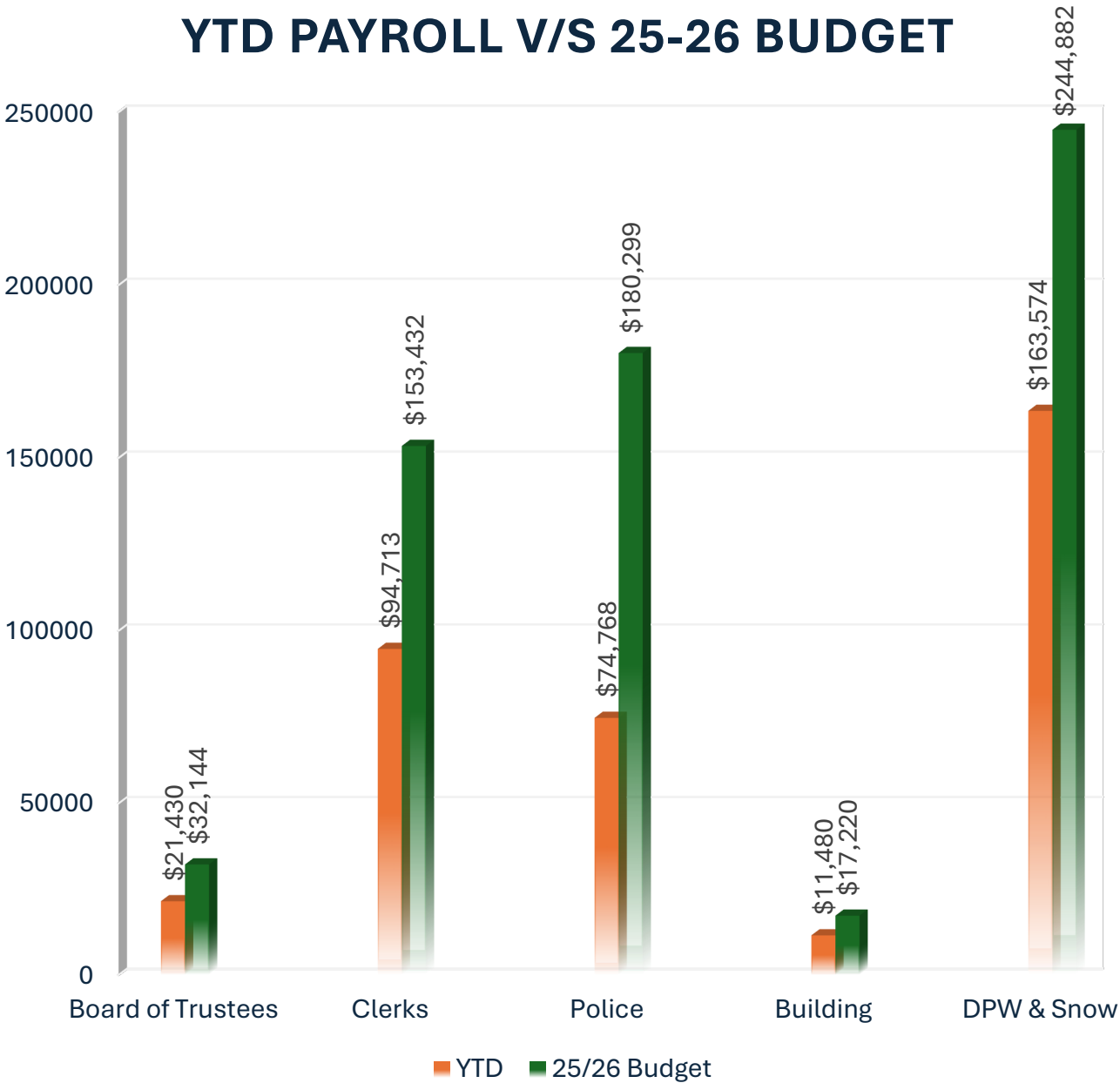
**DPW & Snow- 67%**

Board of Trustees, Clerks and Building are tracking to be within their budget lines by 5/31/26.

As the DPW and Snow budgets look good currently, winter, snow removal and plowing are far from over. Spring clean-up has not started yet.

Police are well within their budget due to a staffing shortage- which is currently being addressed.

## YTD PAYROLL V/S 25-26 BUDGET





# General Revenue:

Department	Budget	6-mo
Taxes	\$1,181,167	\$1,173,159
DC Sales/Mortg Tax	\$109,000	\$69,521
Gross Receipts Tax	\$30,000	\$243
Fire Contract	\$893,817	\$84,996
Court	\$1,000	\$11,030
PBZ fees	\$37,328	\$40,684
Penalty & Int. Earnings	\$38,300	\$37,105
Other Revenue	\$241,929	\$214,547

The above revenue chart shows revenue received at this 6-month mark. Village taxes always look good at this point as we receive them upfront in June. We are made whole in April (Unpaid taxes in November are sent to Dutchess County for re-levy). In terms of revenue, we look at trends, conservative forecasting and making the best estimates. With the declining interest rates, next year’s budget for interest earnings will need to be lowered.

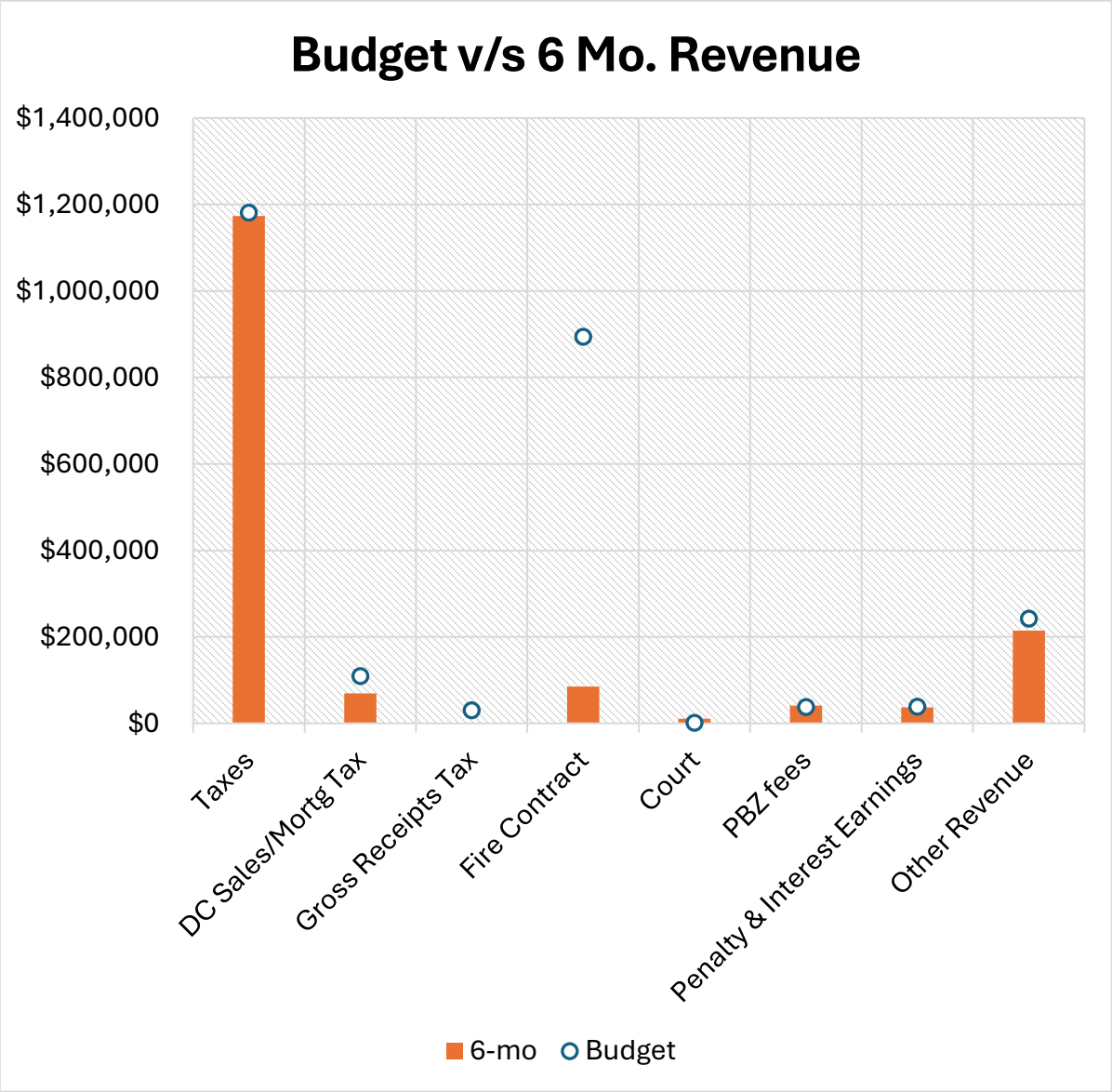
The Fire Contract with the Town of Washington for fire protection is paid for in February/March.

Gross Receipts Revenue usually comes towards the end of the fiscal year.

Court was budgeted low. This year we received backpay exceeding the budget.

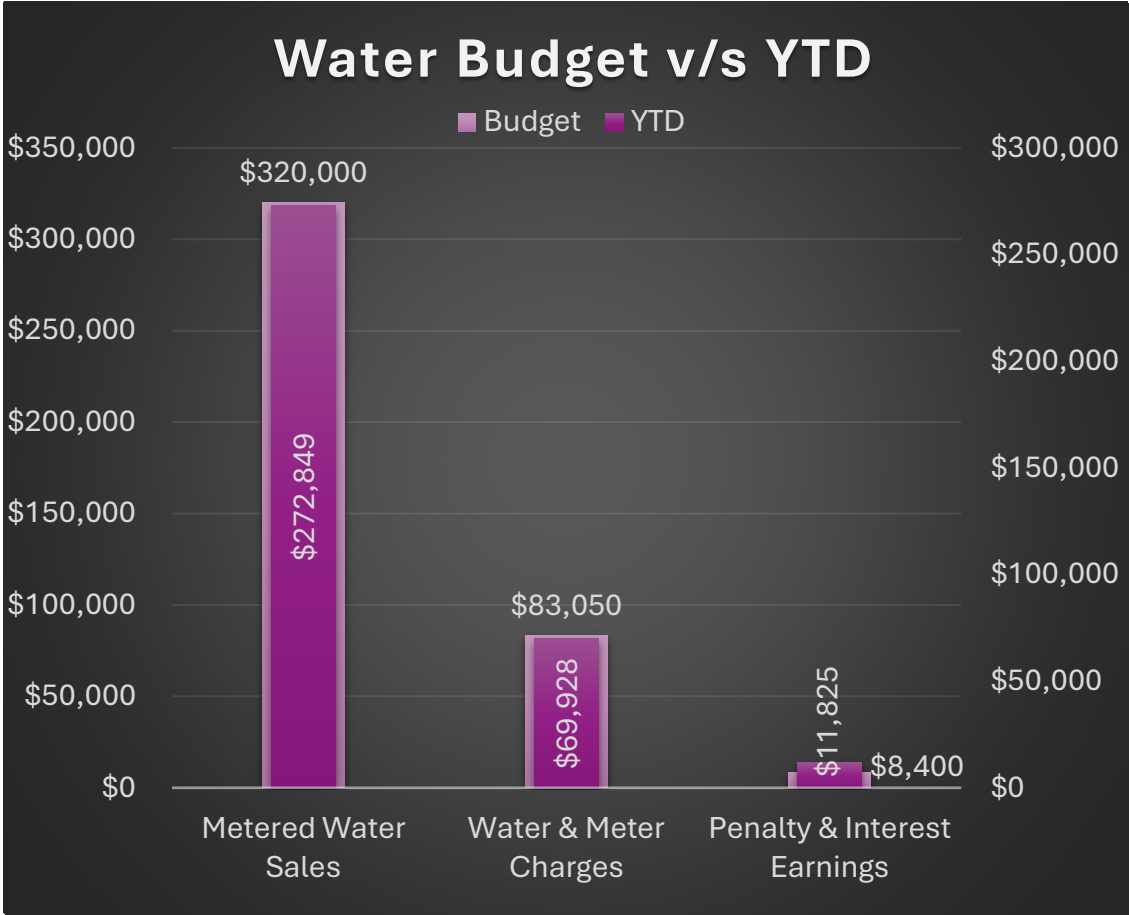
Planning/Building/Zoning fees are up as building, planning, and zoning activity in the village remains strong.

Other revenues include cell tower rental, cable franchise fee (one lump sum towards the end of the year), and department income. At 89% we anticipate exceeding the budget.

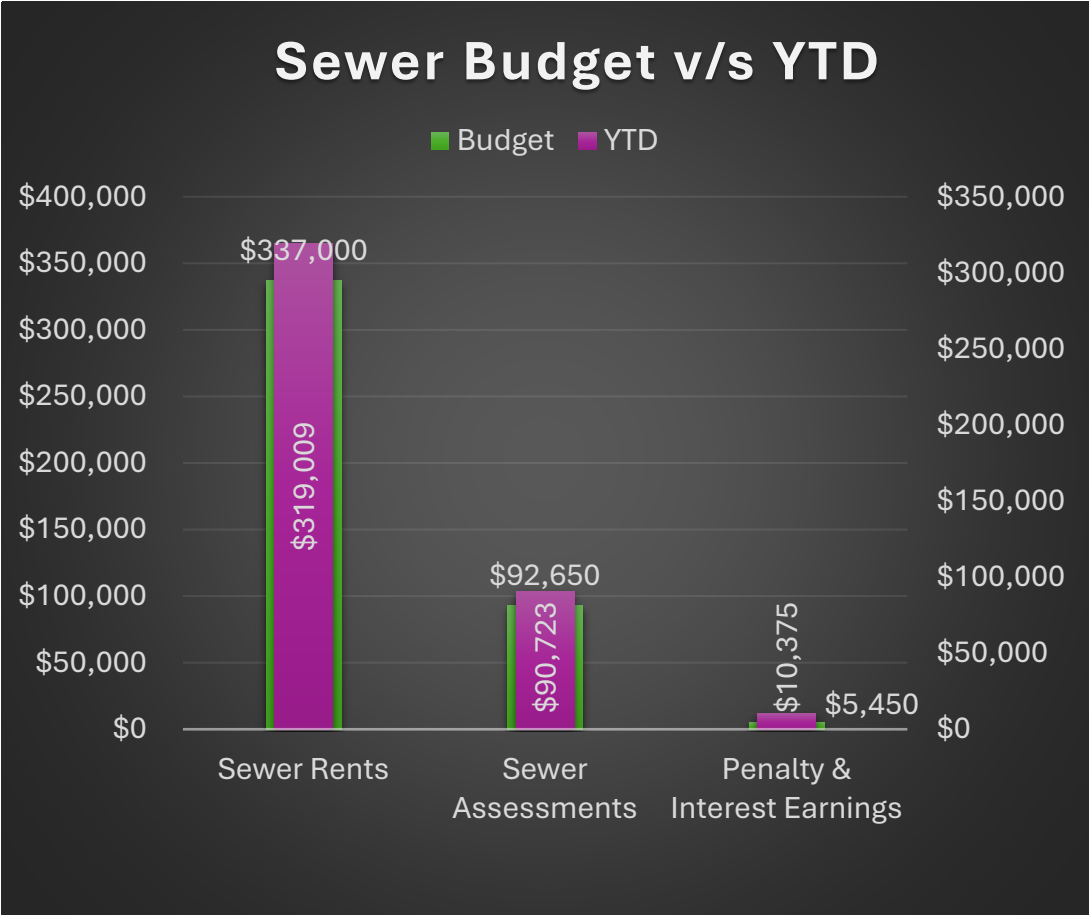


# Water & Sewer Revenues:

There are not too many moving parts to the Water and Sewer billing. We are on track both in the water and the sewer funds to reach and/or exceed the anticipated revenue.



Department	Budget	YTD
Metered Water Sales	\$320,000	\$272,849
Water & Meter Charges	\$83,050	\$69,928
Penalty & Int. Earnings	\$8,400	\$11,825



Department	Budget	YTD
Sewer Rents	\$337,000	\$319,009
Sewer Assessments	\$92,650	\$90,723
Penalty & Int Earnings	\$5,450	\$10,375

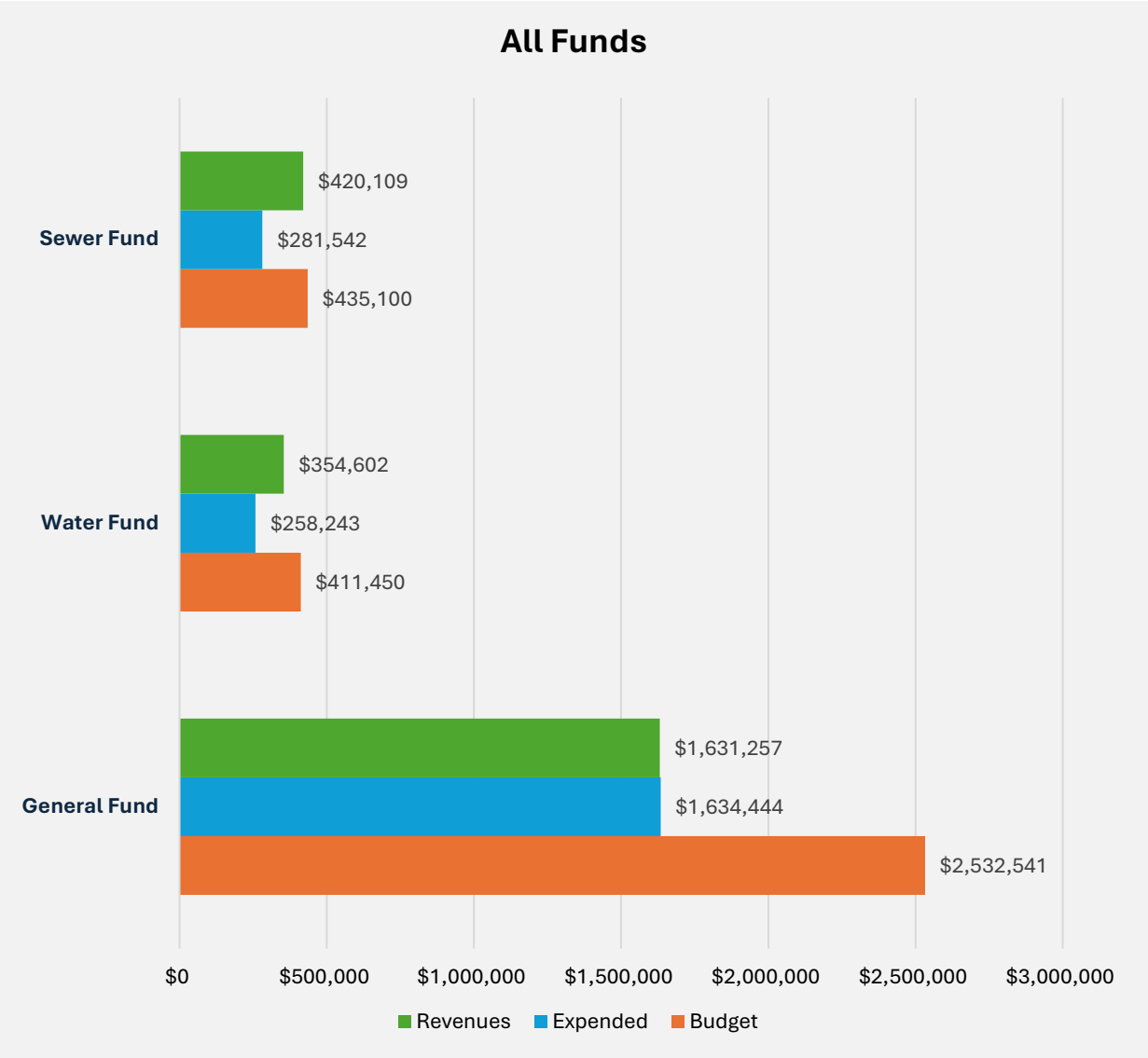
# All Funds and Fund Balance analysis:

FUND	Budget	Expended	Revenues
General Fund	\$2,532,541	\$1,634,444	\$1,631,257
Water Fund	\$411,450	\$258,243	\$354,602
Sewer Fund	\$435,100	\$281,542	\$420,109

- This chart illustrates the revenues received (green line), expenses (blue line) and the annual budget (orange line).
- Currently, the revenues are higher than the expenses in the water and sewer funds. A trend that hopefully extends through the end of the fiscal year. I anticipate revenues covering expenses in both funds barring any upcoming unforeseen expenses.
- The General Fund has expended 65% of its budget. However, this includes the annual retirement payment and insurance payments up front.

Expenses out of our control impacting current and future budgets include increases to insurances, weather/storm related expenses (salt, machine repairs, OT), the ambulance contract, annual State Retirement bill, and Worker’s Comp benefits.

The Village Board and staff are committed to the Village’s future growth and prosperity.





# Board of Trustee Updates

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Mayor Peter Doro

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Deputy Mayor Patrick Murphy

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Trustee Shannon Mawson

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Trustee Julia Bucklin

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Trustee Ted Briggs





Meetings are held at **Village Hall** 35 Merritt Ave, Millbrook *(unless otherwise noted)*

Meetings stream **live** on **YouTube** [Subscribe Now!](#)



# Next Board of Trustees Meeting:

## Monthly Business Meeting @ Village Hall

Wednesday, March 11, 2026 @ 6:00 pm

### Upcoming Budget Meetings:

- **Water & Sewer Department**  
Wednesday, February 25, 2026 @ 6:00 pm
- **Police & Fire Department**  
Wednesday, March 4, 2026 @ 6:00 pm