



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

PLEASE SILENCE YOUR CELL PHONE

Agenda

Village of Millbrook
Board of Trustees

Wednesday, March 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

OPEN MEETING

- Pledge of Allegiance
- Roll Call

ADMINISTRATIVE BUSINESS

- Minutes Approval
- Voucher Approval
- Arbor Day Proclamation

DEPARTMENT REPORTS

- Fire & Rescue – Chief Boscardin
- Police – Chief Dworkin
- Highway – Deputy Mayor Murphy
- Water & Sewer – S. Osborn, VRI
- Treasurer & Building Dept – Clerk Witt

NEW & UNFINISHED BUSINESS

- Public Hearing: Local Law 1 of 2026- Tax Override

GENERAL PUBLIC COMMENTS

BOARD MEMBER UPDATES

- Mayor
- Trustee Updates

EXECUTIVE SESSION

NEXT BOARD MEETING

- Monthly Business Meeting: Wednesday, April 8, 2026, 6:00 pm @ Village Hall
- Public Hearing to adopt the 2026/2027 Budget

ADJOURNMENT

Voucher Totals	Unpaid
General Fund	\$137,597.09
Cap Sidewalks	\$1871.50
WWTP Upgrade	\$23,372.50
PD Tech Grant	\$1,369.95
Water Fund	\$26,280.94
Sewer Fund	\$27,097.00
TOTAL:	\$ 217,588.98

MILLBROOK FIRE DEPARTMENT

February 2026

57 INCIDENTS REPORTED

Millbrook Fire Dept	
Automatic Fire Alarm	8
EMS Call	40
Motor Vehicle Accident	1
CO	3
Odor of Gas	3
Hazmat	1
Trees & Wires	1
TOTALS:	57

EMS Responses	
NDP (49-79)	48
MFD Ambulance	4
MFD to Hospital	2
MRS Members	28
MFD Members	23

Mutual Aid Given	
Fire	
Empress	4

Mutual Aid Received	
Fire	
Empress	1

Drills:

- Hazmat
- Confined Space
- SCBA Recertification



Millbrook Police Department

**State of the
Department**

March 12, 2026



Public Safety Impact & Value to the Community



Safer Community

- Proactive Patrol & Traffic Enforcement
- Rapid Response to Calls for Service
- Focused on Quality-of-Life Issues



Modernization & Accountability

- Upgraded Technology & Records Systems
- Improved Reporting & Compliance



Community Partnership

- Engagement with Residents, Businesses & Schools
- Building Trust & Transparency

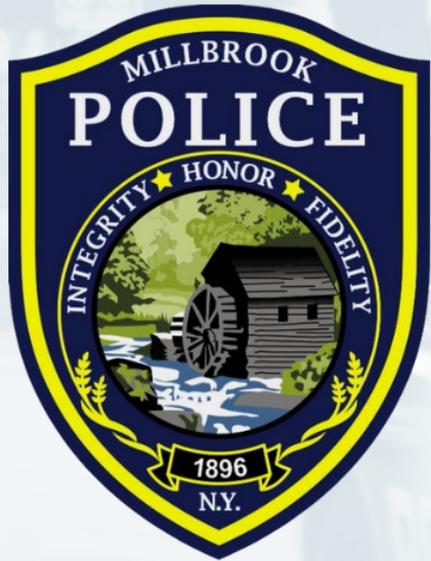


Responsible Use of Resources

- Grants & External Funding Secured
- Efficient & Effective Operations

Protecting the Village Through *Professionalism, Partnership, and Responsible Leadership*

Mission Statement



The mission of the Village of Millbrook Police Department is to serve all people within our jurisdiction with **fairness and compassion**. We are committed to the protection of life and property and the prevention of crime; the preservation of peace, order and safety; the enforcement of laws and ordinances; and the safeguarding of constitutional guarantees.

With **community service** as our foundation, we are driven by goals to enhance the quality of life, seeking solutions and fostering a **sense of security** within the community. We nurture **public trust** by holding ourselves to the highest standards of performance and **ethics**.

To fulfill our mission, the Village of Millbrook Police Department will strive to attain the highest degree of ethical behavior and **professional conduct** at all times.

Vision Statement



DCJS-Certified Agency

Recognized by the Division of Criminal Justice Services as a certified law enforcement agency.



Pursuing Accreditation

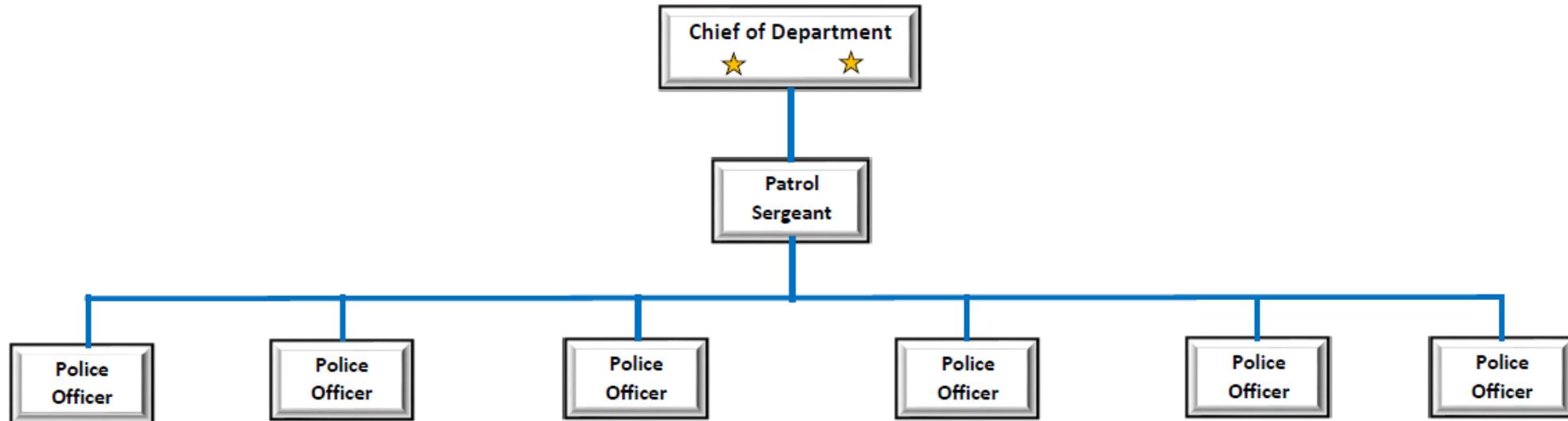
Advancing toward accreditation through innovative, contemporary policing practices that build trust, strengthen community partnerships, and enhance public safety.



Organizational Structure



VILLAGE OF MILLBROOK POLICE DEPARTMENT ORGANIZATIONAL CHART



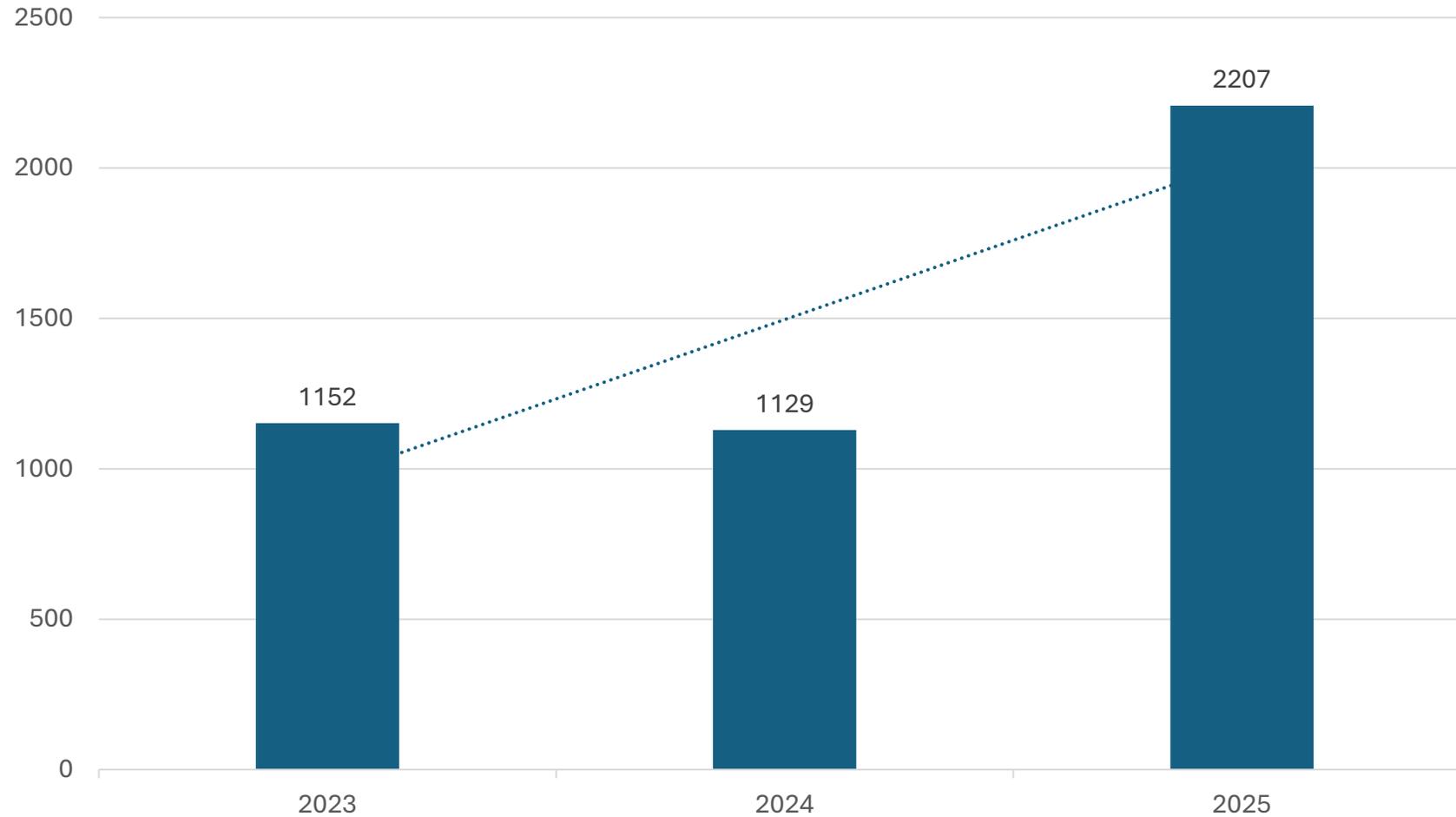
Staffing Updates



- Staffing levels continue to evolve as we strengthen and modernize the department.
- We have been fortunate to supplement our dedicated officers with the addition of current and former law enforcement professionals who bring a wealth of experience, leadership, and institutional knowledge to the Village of Millbrook Police Department.
- We are on pace to achieve full staffing by the end of spring, ensuring complete coverage of all budgeted positions and operational requirements.

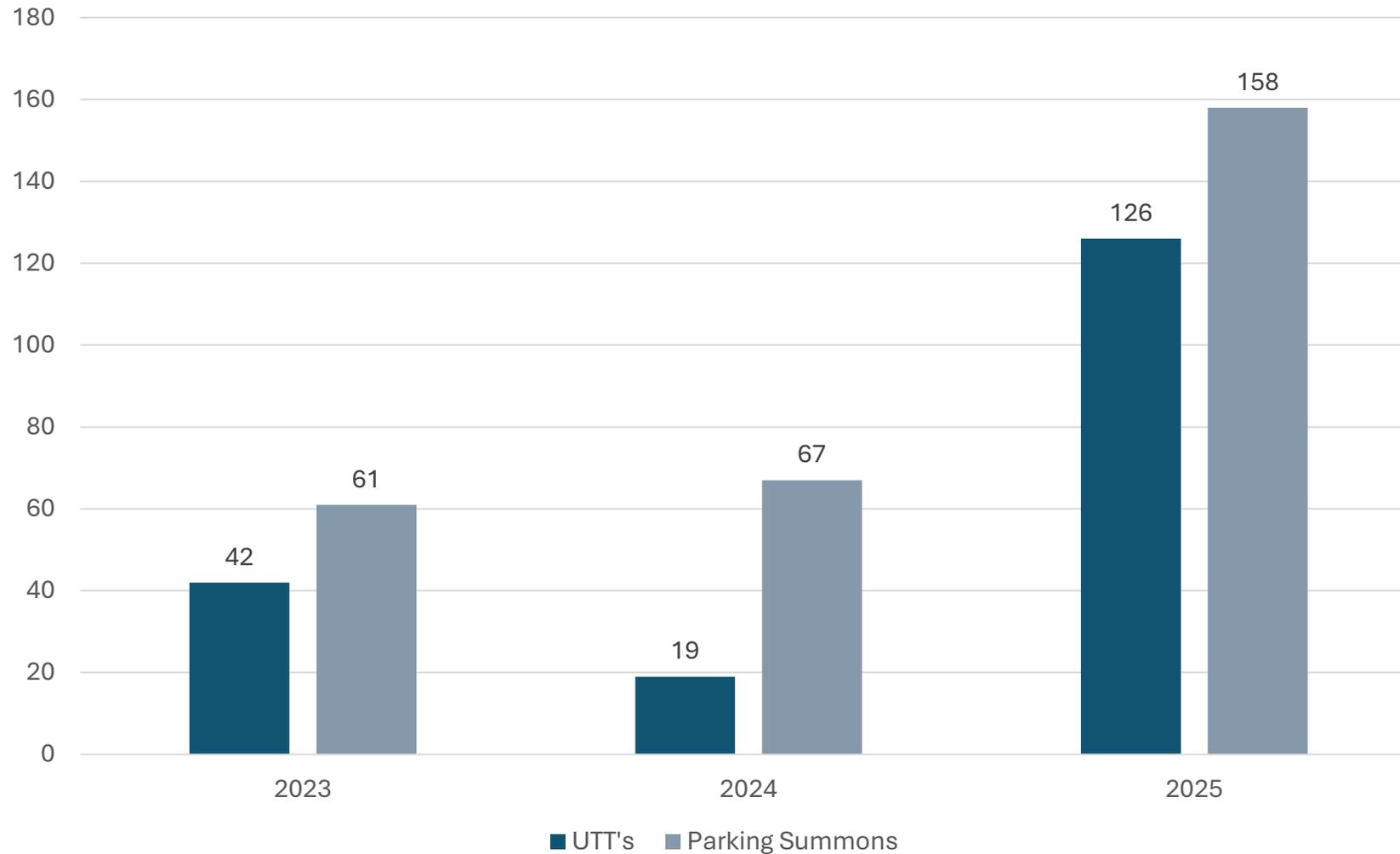
Calls for Service

Calls for Service Responded to by Police Officers (2023 – 2025)



Traffic Safety

Traffic and Parking Enforcement Activity (2023 – 2025)



Training Implemented Since June 2024

Training Completed



Firearms



Use of Force Policy / Penal Law Article 35



Domestic Violence & Lethality Assessment

DCJS e-Justice Portal & CHRI

Training in Development



BLS & AED (Basic Life Support & Automated External Defib.)

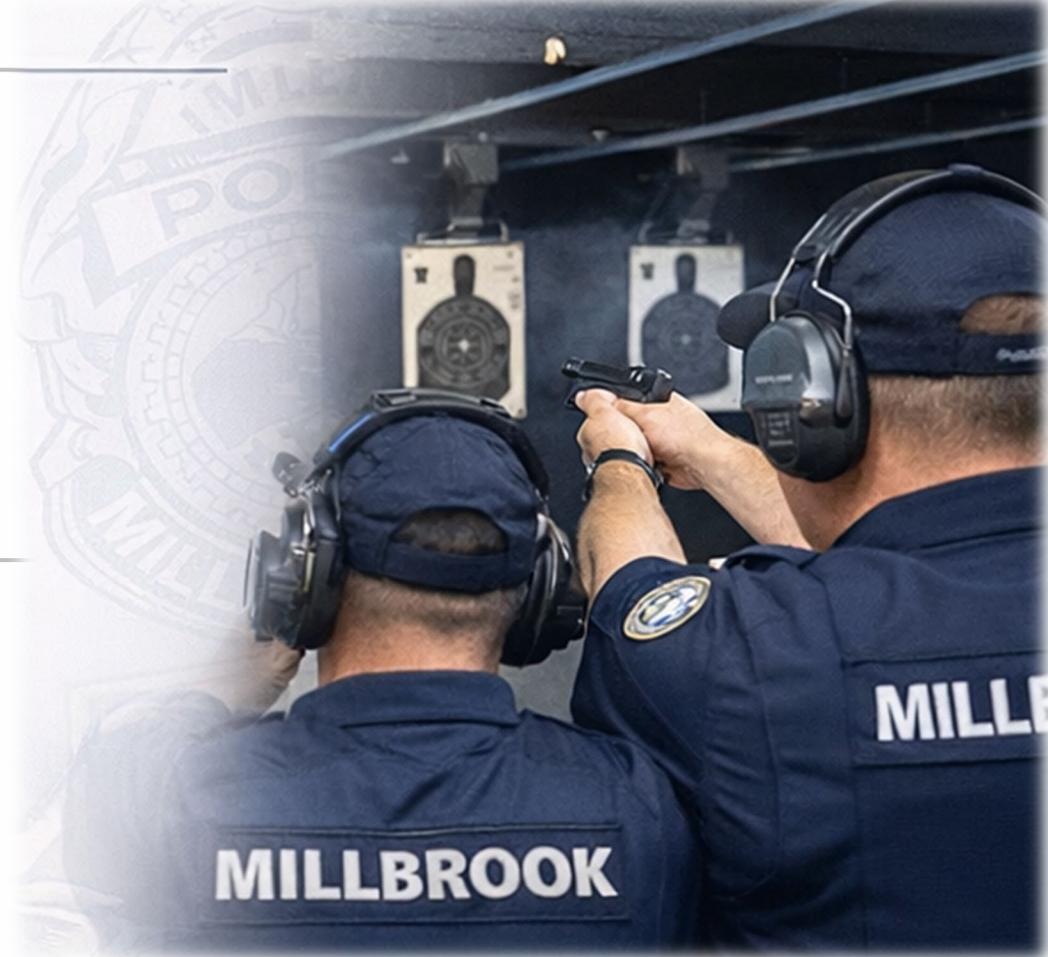


TECC (Tactical Emergency Casualty Care)

Legal Updates



Commercial Vehicle Enforcement



Enhancing officer readiness and public safety

Record Management Legacy System

- Legacy system in service for **over three decades**
- **Limited integration** with modern law enforcement technologies
- **Increasing** maintenance and support challenges
- Transitioning to a modern, supported RMS platform



Improving reliability, security and operational efficiency

Record Management System Modernization

- Modern, actively supported software platform
- Improved data management and reporting capabilities
- Enhanced interoperability with justice partners (NIBRS Compliant) (TraCS and NCIC Integration)
- Stronger data security and compliance features
- Streamlined workflows and reduced manual processes
- Configurable for future operational needs



Increased Security



Better Integration



Improved Reporting



Enhanced Efficiency

Supports State program integration and compliance, improves efficiency and effectiveness

Technology Infrastructure Modernization



Initial System Condition

- ✓ Legacy computer infrastructure lacked modern **redundancy and secure connectivity**
- ✓ Limited ability for officers to access systems from **patrol vehicles**
- ✓ Infrastructure required modernization to meet current operational standards



Immediate Action | June 2024

- ✓ Temporary backup safeguards implemented
- ✓ Data preservation measures initiated
- ✓ Planning began for modern system architecture



Current Status

Secure, redundant, and operationally reliable system now implemented



State Reporting Compliance Review & Modernization

Administrative Review & Update Following Leadership Transition

Key Actions Completed:



Updated DCJS Use & Dissemination Agreement



Restored Incident-Based Reporting Compliance



Completed NYSP & DCJS Audit Validations



Implemented Internal Compliance Oversight Procedures

Outcome:



Full Access restored to DCJS eJustice Portal



Access restored to state criminal justice information systems

All state reporting compliance requirements are now fully satisfied

State Reporting Compliance Review & Modernization

Building for the Future



Enhanced data validation & accountability procedures



Upgraded CJIS security technologies and system controls



Ongoing professional development and state compliance training



Regular internal audits and proactive system reviews



Increased oversight of sensitive data access and use

Ensuring a Secure, Compliant and Effective Department for Our Community

Procedural Changes Improving Operations



Sealing of Records Ordered by Court

- Procedures to seal records now maintained in full compliance with court and legal requirements

Warrant Verification & Records Management

- Coordinated with the Town of Washington Court to verify active warrants and update records
- Filing and records systems have been reorganized to improve accuracy and efficiency



Property and Evidence Management

- Conducted a comprehensive review of evidence and lost property storage
- Outdated property and evidence were properly processed and cleared according to established procedures
- Strengthened chain-of-custody and organization of evidence



Procedures and systems streamlined to ensure legal compliance and improve integrity, organization and accountability

Domestic Incident Reports (DIR)

Ensuring Victim Safety & Regulatory Compliance

Current Compliance

- Full compliance with NY State, Dutchess County, DA and Family Services reporting requirements
- Officers submit DIR's and LAP forms accurately, promptly in all required situations
- 96-hour follow-up process implemented
- Victims consistently connected with support services & resources



Positive Outcomes

- Victims connected to services
- Enhanced department accountability
- Stronger interagency partnership
- Improved tracking & transparency



Proper DIR procedures protects victims and ensures access to available resources

Secured Grant Funding

Taking advantage of grant opportunities to enhance local public safety.



NY State Personal Protective Equipment Grant

Ballistic equipment

\$10,000



NY State DCJS Grant for Livescan System

\$25,000



Law Enforcement Technology Grant

\$129,000



DEA Diversion Program

Drug Take Back Kiosk Equipment

Funding Secured to Enhance Public Safety

\$164,000

Grant Funding & External Resources Pursued

Leveraging outside funding to strengthen public safety and reduce local cost.



Federal Justice & Public Safety Grants

- ✓ BJA Body Worn Camera Program **\$200,000**
- ✓ Community Violence Intervention **\$250,000**
- ✓ Bulletproof Vest Partnership **\$7,400**
- ✓ VALOR Officer Wellness Training **\$32,000**



Infrastructure & Community Projects

- ✓ Infrastructure Development Grants **\$250,000**
- ✓ Community Development Block Grant **\$50,000**



Equipment & Technology Upgrades

- ✓ Spirit of Blue Equipment Grant **\$35,000**
- ✓ NYS Security & Traffic Equipment **\$49,000+**

TOTAL FUNDING PURSUED

\$1,153,400

Over \$1.1 Million in External Funding Pursued for Public Safety

Community Policing Activities

Current Community Policing Activities



Drug Take Back Program



Project ChildSafe



Toys for Tots Collection & Distribution



Community Day Participation

Future CP Events



Coffee with a Cop



Safe Kids Child Seat Inspection Stations



CRASE Civilian Response to Active Shooter Training

Building strong community partnerships to enhance safety, trust and quality of life

Workplace Morale & Organizational Culture



Officer feedback indicates improved workplace morale across department



The department has ensured officers now have functional and reliable equipment necessary to perform their duties safely and effectively



Workspaces within the department have been cleaned, organized, and maintained, creating a more professional and functional environment



Officers report that feedback and concerns are acknowledged and taken seriously, helping to build trust within the organization

Fostering an environment of trust, professionalism and support



Thank You

We appreciate your continued support.

Questions?

Public Works Monthly Report February 2026



SNOW ORDINANCE REMINDER

Parking is prohibited on all Village streets from **12:00 am to 6:00 am** between **Dec 1 and Mar 31**. Obstruction of snow removal and street cleaning is prohibited. Violators will be ticketed.

WINTER OPERATIONS

- Responded to **7 snow and ice events**
- Approximately **20" of snow and 2.5" of ice/freezing rain**
- Snow pushed back and roads snow-blown to **restore parking and improve travel safety**

INFRASTRUCTURE & ROAD MAINTENANCE

- **Pothole repairs completed** on:
Front St, Church St, Harts Village Rd, Weatherford Ln, Russell Knolls, Elm Dr

FRANKLIN AVENUE CONCERNS

- **Met with NYSDOT** and Deputy Mayor Murphy
- Road **scheduled for maintenance this spring** when asphalt plants open
- **Full repaving** included in **NYSDOT 5-Year Plan**

COMMUNITY INITIATIVES

- Began coordination with **Central Hudson** for **Military Banner pole approvals**

REGIONAL COORDINATION

- Attended **Dutchess County Association of Town Superintendents of Highways** meeting
- Finalized **Countywide Shared Services IMA**

ADMINISTRATIVE

- Began preparation of the **2026–2027 Village Budget**

Monthly Water Report

February 2026

	February	January	December
Total Water Produced	4,861,020	4,925,175	4,729,035
Average Daily Flow	173,610	158,880	152,550
Peak Day Flow	296,250	215,740	183,020

Sampling Results:

	February	January	December
Total Coliform	Absent	Absent	Absent

* Results not in compliance

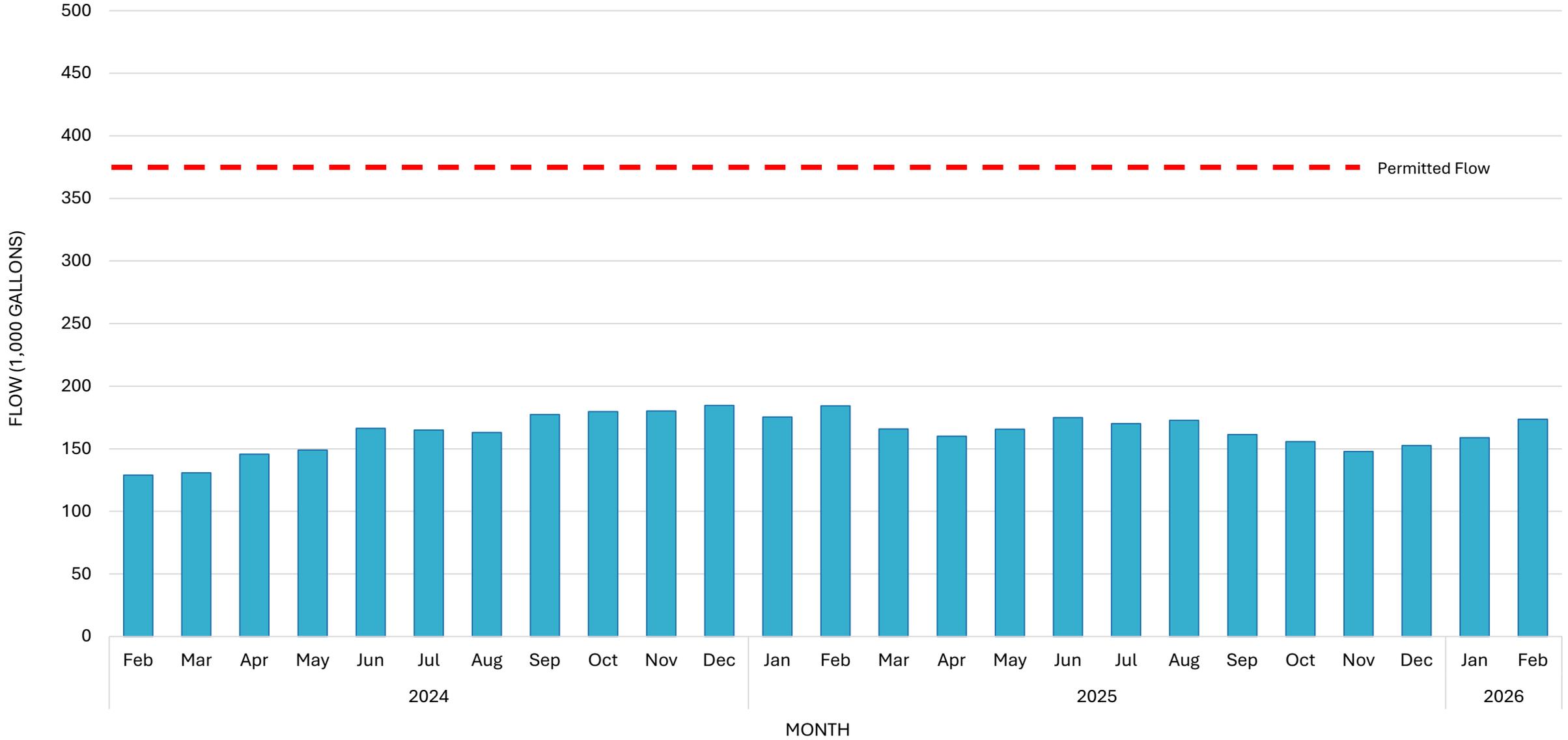
Comments:

1. Performed all routine sampling and maintenance
2. Replaced meter in Village Hall
3. Water main break repair on Pilgrim Lane
4. Met with rep for Sensus metering about upgrading system

Millbrook Water

■ Average Daily Flow

--- Permitted Flow



Monthly Sewer Report

February 2026

	February	January	December	Permit Limit
Total Effluent Flow	3,735,738	4,470,020	4,089,660	n/a
Average Daily Flow	133,400	144,190	131,925	n/a
12-Month Rolling AVG	150,000	151,000	153,000	250,000
Peak Daily Flow	193,430	196,140	214,440	n/a
Precipitation (<i>in. as liquid</i>)	1.9"	2.3"	3.8"	n/a

SPDES Permit Samples: (mg/l)

	February	January	December	Permit Limit
BOD	2 mg/l	2 mg/l	2 mg/l	15 mg/l
Percent Removal	99 %	99 %	99 %	85%
Total Suspended Solids	2.8 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	0.05 mg/l	5 mg/l
Fecal Coliform	N/A	N/A	N/A	200/100 ml

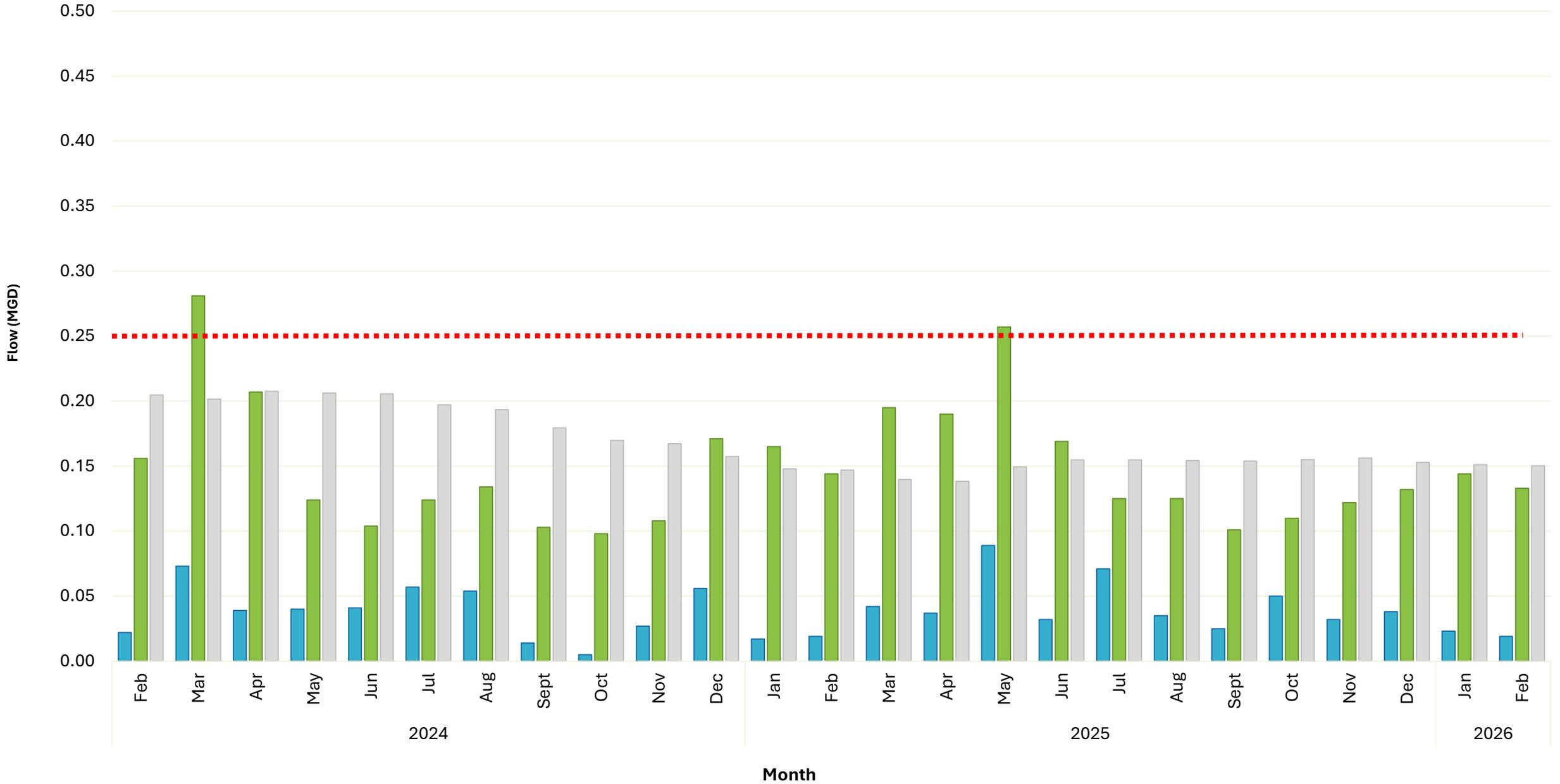
* Exceeds permit limit

Comments:

1. Performed all routine sampling and maintenance
2. Frozen waste lines. Replaced heat trace for valves
3. Met with T&B for site visit at plant

Millbrook WWTP

Precipitation Monthly Average Flow 12 Month rolling average flow



Building Department Report: February 2026

Building Permits Issued	2
Sign Permit	0
Certificate of Use	0
Certificate of Occupancy	1
Certificate of Compliance	4
Municipal Searches	2
Short Term Rental App	0
Fire Inspection (not STR)	0
Total Fees Collected	\$425.00

Planning & Zoning- Upcoming Meetings

PLANNING BOARD

- Application For Public Hearing:
Application for discussion Lot line realignment between 24 Valley Farm Road and 46 Valley Farm Road and proposed new house.
- Informational meeting for amended site plan Millbrook 22 LLC

ZONING BOARD

-

Short Term Rentals (STR)

-

Treasurer's Report: Bank Balances - February 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	3,000.00	3,711.60	0.00	14.01	506.33	0.09
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	630,743.67	686,716.38	53.55	773.62	1,661.93	291,642.26

Treasurer's Report: NYCLASS Balances - February 2026

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
FIRE TRUCK RESERVE	474,140.31	0.00	0.00	1,298.67	13,673.59	21,174.03	475,438.98
TAX ACCOUNT	368,969.17	200,000.00	150,000.00	921.89	20,133.05	28,124.12	419,891.06
WATER FUND	41,703.34	0.00	0.00	114.23	1,077.10	1,261.95	41,817.57
SEWER FUND	59,082.68	0.00	0.00	161.80	1,682.90	2,587.11	59,244.48
FEMA	574.63	0.00	0.00	1.63	16.42	25.73	576.26
BENNETT PUMP STATION	26.92	0.00	0.00	0.04	0.43	3,041.59	26.96
TENNIS COURT RESERVE	4,192.18	0.00	0.00	11.48	120.88	151.62	4,203.66
WWTP UPGRADE	236,123.96	0.00	0.00	646.74	8,752.67	11,770.70	236,770.70
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 - February 2026

	Beginning Balance	Contributions	Withdrawals	Interest	Income Earned Fiscal YTD	Income Earned Calendar YTD	Month End Balance
BANK OF MILLBROOK	347,561.42	630,743.67	686,716.38	53.55	773.62	1,661.93	291,642.26
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	630,743.67	844,716.38	3,894.12	43,074.18	66,642.30	1,476,455.45

Clerk/Treasurer Highlights

- Budget, budget, budget
- Prepared Tax Override Local Law for the Public Hearing (3/11)
- More budget

Board of Trustee Updates

Mayor Peter Doro

Deputy Mayor Patrick Murphy

Trustee Shannon Mawson

Trustee Julia Bucklin

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 & Public Hearing to Adopt Budget @ Village Hall
Wednesday, April 8, 2026 @ 6:00 pm

[Upcoming Budget Meetings:](#)

- **Salaries, Highway & A Fund**
Wednesday, March 18, 2026 @ 6:00 pm
- **Total Budget**
Wednesday, March 25, 2026 @ 6:00 pm