

Board of Trustees
VILLAGE OF MILLERTON
Regular Business Meeting
May 17, 2021

A regular business meeting of the Village of Millerton Board of Trustees was called to order on Monday, May 17, 2021 at 6:02 PM via Zoom telecommunication, with Mayor Debra Middlebrook presiding. Deputy Mayor Jenn Najdek, Trustees Joshua Schultz and Matthew Hartzog, Clerk/Treasurer Kelly Kilmer and Deputy Clerk Suzanne Bressler were also present. Trustee Alicia Sartori joined the meeting midway. Police Officer-in-Charge Mike Veeder, Highway and Water Supervisor Coleman Lawrence, and Village Attorney Ian MacLaughlin attended as well. Dan Valentine of Tighe & Bond, Victor Cornelius of Endeavor and Ray Jurkowski of CPL presented to the Board. A sign-in sheet is attached.

Presentations

Victor Cornelius of Endeavor presented on current funding initiatives. Dan Valentine of Tighe & Bond reported on the May 6 bid opening for the Water Tower repainting project under the WIIA grant, from which Utility Service Company is being recommended to the Board for the bid award. He fielded questions from Board members on specifics related to the bidding process and the company. Board members also briefly discussed paint color considerations, and coordination with cell service companies whose equipment is attached to the water tower. Attorney MacDonald clarified action the Board would need to take regarding the hydrant and meter portions of the water system improvement project. Ray Jurkowski reported on the May 11 sidewalk rebid results. He recommended Con-Tech Construction Technology. Work is anticipated to begin the second week of June if the Board acts on the recommendation this evening.

Police Department

Officer-in-Charge Veeder shared crime statistics for the previous month and reported that the department is now utilizing the new County dispatching system, which has been beneficial. He also announced Officer Ed Boyles resigned May 1. Clerk Kilmer thanked the Department for its work considering National Police Week.

Highways and Water

Supervisor Lawrence reported the Kent Glass dig will begin May 24 and should be completed May 25 circa noon. Discussion ensued regarding Mr. Buerger's impending water hookup on Rudd Pond Road, equipment purchasing, and a NYS DEC drinking water protection initiative in which the Village can participate but for which the Village would need to invest time and resources. Meetings were planned around some of these discussions.

Bridge NY 2021-2022 Grant Opportunity

Deputy Clerk Bressler described the Bridge NY 2021-2022 grant and reported on the status of the application, due Wednesday, May 19. The Village submitted its required draft to DOT last month and addressed subsequent agency feedback in this final submission. She noted the reported existence of an endangered species - the Northern Long Eared Bat - in the area, and asked residents nearby to let the Village know of any sightings that would inform DOT regarding environmental impact delivery risk at that site. *Motion* to allow the Mayor to sign the final application so it can be submitted May 19 was made by Trustee Hartzog, seconded by Trustee Schultz and approved by all five (5) members present.

Buildings/Planning/Zoning

Clerk Kilmer described two projects upcoming for Planning and Zoning, but they have not yet been brought before committee. The debris-strewn property at 31 North Center Street has been cleaned up but there is some remaining work to be done regarding smaller refuse and basic lawn care. The Buildings Department has been busy with standard permit applications and inspections.

Approved: 06/21/2021

Vouchers

Motion to pay vouchers #2019867-2019895, allocated as follows: **General \$11,190.12; Water \$3,824.08; and Capital \$8,422.80, Totaling \$23,437.00**, was made by Deputy Mayor Najdek, seconded by Trustee Hartzog and all five (5) members present approved. *Motion* to allow Treasurer to pay the balance (\$52,608.40) of the existing police car BAN was made by Deputy Mayor Najdek, seconded by Trustee Schultz, and all five (5) members present approved.

Committee Reports

Recreation

Motion to declare skate park ramps surplus and donate them to the Town of Amenia recreation department was made by Trustee Sartori, seconded by Trustee Hartzog, and all five (5) members present approved. *Motion* to declare the small shed and basketball hoops surplus was made by Trustee Hartzog, seconded by Trustee Sartori, and all five (5) members present approved. The park closing date was set for June 14th and the Village will post an obvious sign close to the road to inform the community.

Motion to allow Mayor Middlebrook to sign the municipal innovation investment grant application was made by Trustee Sartori, seconded by Trustee Hartzog, and all five (5) members present approved.

Motion to sign a letter stating the Village and Town are applying jointly was made by Trustee Hartzog and seconded by Trustee Schultz, and all five (5) members present approved.

Motion to move the money reimbursed to the Village from the 2017-2018 Hudson River Valley Greenway Grant from the general fund to the capital recreation project fund for the Eddie Collins Memorial Park project in the amount of \$4,943.37 was made by Trustee Hartzog, seconded by Trustee Sartori, and all five (5) members present approved. Deputy Mayor Najdek proposed this.

Clerk's Report

Motion to adopt minutes of March 8 and 15 and April 5 and 15 Board meetings was made by Trustee Schultz, seconded by Trustee Hartzog, and all five (5) members present approved. Clerk Kilmer reported that shredding will happen May 19. Discussion ensued regarding potential lighting for the front of Village Hall.

Treasurer's Report

Treasurer Kilmer reviewed certain points within her distributed report and said bid processes have been completed except for the ECMP revitalization project, which will transpire in June. She also reported that the Village has filed its constitutional tax cap and tax limit within required deadlines. Work on balance sheets has begun for the Village's AUD filing, due May 31, 2021. Water relievis and property taxes are also in progress. Kilmer reported that Governor Cuomo last week announced municipalities will not be able to levy overdue water charges to this fiscal year's property taxes effective immediately through the pandemic's end or 12/31/21, whichever comes first. The Village will inform residents of this appropriately. Treasurer Kilmer proposed that once the Village completes this fiscal year's bills for water, anything left over should be appropriated to next year, which would alleviate the pressure this announcement puts on the Village budget. Treasurer Kilmer said the Village needs to find \$36,055.01 and would potentially move \$26K plus over to next year's budget if the Board adopts this proposal. *Motion* to make proposed budget adjustments to water and general funds as outlined on the Treasurer's budget adjustment report (attached) -- with the exception of the clock tower which will be considered separately -- was made by Deputy Mayor Najdek, seconded by Trustee Hartzog and all five (5) members present approved. *Motion* to make Board determination that the Village only contributes \$200 to its clock tower reserve account this fiscal year to offset the overage on that line in the current budget was made by Trustee Hartzog, seconded by Deputy Mayor Najdek, and all five (5) members present approved. *Motion* to order two new Code books after also updating two new laws the Village has implemented for \$2,655 when the new fiscal year begins was made by Trustee Hartzog, seconded by Trustee Schultz and all five (5) members present approved. Treasurer Kilmer also announced the OSC will host an accounting class that would be helpful on Nov 16-18 online for \$85, and the Board agreed.

Approved: 06/21/2021

Mayor's Report

Motion to accept Utility Services bid and Alternate B regarding the water storage tank repainting and repair of the top of the tank, as made possible by a WIIA grant, was made by Deputy Mayor Najdek, seconded by Trustee Schultz, and all five (5) members present approved. *Motion* to accept Con Tech Construction Technology, Inc. as the awardee for the sidewalk project bid was made by Deputy Mayor Najdek, seconded by Trustee Schultz, and all five (5) members present approved. Clerk Kilmer will notify the recommending engineers so they may duly inform both contractors.

Motion to adopt ***Resolution Number 8 of 2021 - Authorizing the Standardization of Water Meters and Fire Hydrants in the Village of Millerton Water System*** was made by Deputy Mayor Najdek, seconded by Trustee Hartzog and all five (5) members present approved. A Roll Call Vote was obtained which reflected the same.

Motion to sign a contract with Dutchess County to put future projects on BidNet was made by Deputy Mayor Najdek, seconded by Trustee Hartzog and all Five (5) members present approved. The Village received a letter from a resident requesting permission to house chickens. Due to a host of recent complaints regarding chickens in the Village, the Clerk will reply -- certified and regular mail -- to inform the resident that the Village cannot grant permission to house chickens at this time. Clock Tower options have been considered but the most flexible option is too expensive for the Village. An option to have it chiming 12 hours on and 12 off was also considered for \$2800. The Board agreed the clock has been chiming for 100 years, is an integral component of the Village's history, and the chiming should be apparent to those who do their due diligence in purchasing property here, therefore the chiming should not be changed in response to a modicum of complaints.

Executive Session

Motion to enter executive session at 8:38 PM to review personnel vacation time and hourly designations was made by Trustee Schultz, seconded by Trustee Sartori, and all five (5) present members approved. *Motion* to exit executive session was made by Trustee Hartzog at 8:55 PM and seconded by Trustee Sartori. All five (5) present members approved.

Motion to allow the extension or rollover of vacation time due to expire at end of fiscal year for Coleman Lawrence -- up to and not to exceed maximum an allowable 40 hours -- was made by Deputy Mayor Najdek, seconded by Trustee Schultz, and all five (5) members present approved.

Motion to start implementing the time tracking sheet regarding the deputy buildings inspector log was made by Trustee Hartzog, seconded by Deputy Mayor Najdek and all five (5) present members approved.

Motion to hire Clyde Miller III to the Highway Department in the position of laborer, effective immediately, at \$21/hour with a .50 raise after his successful probationary period, and an additional .50 raise after obtaining his CDL, was made by Trustee Sartori, seconded by Trustee Hartzog, and all five (5) members present approved.

Adjourn

A *motion* to adjourn was made by Deputy Mayor Najdek at 9:00 PM, seconded by Trustee Sartori, and all five (5) members present agreed.

Respectfully Submitted,

Kelly Kilmer
Village Treasurer/Clerk

Prepared By:

Suzanne Bressler
Deputy Clerk (6/7/21)