

**Board of Trustees  
VILLAGE OF MILLERTON  
Workshop Meeting  
July 25, 2022**

A workshop meeting of the Village of Millerton Board of Trustees was held Monday, July 25<sup>th</sup>, 2022. It was called to order at 6:03 PM, with Mayor Jenn Najdek presiding. Deputy Mayor Alicia Sartori, Trustees Matthew Hartzog, Laurie Kerr and David Sherman, and Clerk/Treasurer Kelly Kilmer were present.

**Vouchers**

*Motion* to pay **Vouchers #2020498-2020533**, allocated as follows: **General \$20,215.73; Water \$12,923.99; Capital \$227,830.94; Total of \$ 260,970.66** was made by Trustee Hartzog, seconded by Trustee Kerr, and approved by all five (5) present members.

**Public Hearing** – Local Law C, entitled, “A Local Law to add a New Section to the Code to be Designated as Section 162-34, entitled ‘Penalty for Failure to allow Access to Premises to Install, Connect, Inspect, Maintain, Repair, Alter, or Disconnect a Water Meter.’” *Motion* was made by Trustee Hartzog to open the public hearing at 6:05 PM. It was seconded by Trustee Sherman and approved by all five (5) present members. Mayor Najdek asked if anyone from the public had any questions regarding the proposed law. No one in attendance wished to comment at the public hearing. Mayor Najdek agreed to keep the public hearing open and move on to other business on the agenda in the event other members of the audience or any other members of the public body opted to -- or arrived later intending to -- comment. *Trustee Hartzog made motion* to close the public hearing at 6:36PM with no comments from the public. The motion was seconded by Trustee Sherman, and all five (5) members in attendance approved, thus the motion passed.

**Resolution 2022-27 - Local Law 2 of 2022** (see attached resolution) -- To add a new section to the Code. Trustee Hartzog made a *motion* to adopt the above-referenced resolution. Trustee Kerr seconded the motion. Roll Call revealed unanimous concurrence and the resolution was adopted. Clerk Kilmer will submit it to the Secretary of State for filing and advise the board when it has been accepted.

**Presentations**

***Jeanne Vanecko Townscape***

Jeanne Vanecko informed the Board that Townscape would like to repaint the two garbage cans in Veteran’s Park and will cover the cost. The Board accepted this proposal. Ms. Vanecko then distributed three change-orders for Board approval regarding the ECMP Project:

- The first would have the GC’s electrical and plumbing contractors to do the work on the existing bathhouse and Pavilion in the amount of \$18,636.40, Jeanne asked on Townscape’s behalf that the Village cover \$10,000 of this cost and indicated that Townscape will cover the remaining \$8,636.40. Deputy Mayor Sartori made a *motion* to allow the money to be moved from FY 2022 (\$10,000) Recreation line to FY 2023 Capital Improvement line for this change order. The *motion* was seconded by Trustee Kerr and all five (5) present members approved, and the motion passed.

- The second was for pressure washing playground equipment and preparing it for the park opening in October. Trustee Hartzog made a *motion* to allow this and for it to be paid for through the FY 2023 budget under the Park and Recreation Repair line in the amount of the order -- \$ 3,084.58. Trustee Sherman seconded the motion, all five (5) present members approved, and the motion passed.
- The third was for improvements to the Little League field, including ADA-compliant bleachers and a concrete walkway leading to them. This was in the original plan and budget. Currently the Village of Millerton is applying for a grant through New York State Assemblymember Didi Barrett's office to cover this expense. If the Village is not awarded this grant, the funds are still available in monies raised during the campaign for the park. Deputy Mayor Sartori made a *motion* to allow this change order. It was seconded by Trustee Sherman and all four (4) present members approved, so the motion passed. Trustee Hartzog abstained from this vote due to a work-related conflict of interest.

Ms. Vanecko presented the final draft version on the CFA grant application for Phase II of the ECMP project and informed the Board that suggested edits may be directed to Anna Clune, who had a significant hand in writing it. This grant would be for \$500,000, with a 75%/25% match, of which the 25% represents ECMP committee fundraising yields. The total project cost for Phase II is over \$2,000,000.00 for the new septic system, bathhouse, community room -- with fully functioning industrial kitchen, and other items. Trustee Hartzog made a *motion* to authorize the mayor to sign the application and the Village to submit it. Deputy Mayor Sartori seconded the motion and all five (5) members approved, so the motion passed.

Finally, Ms. Vanecko presented the final draft version of the WQIP grant for the wastewater system, which is estimated to cost \$13,830,000. The grant would be for \$10,000,000.00.

**Resolution 2022-28** to authorize submission of the WQIP grant application (see attached resolution).

Trustee Kerr made a *motion* to authorize it, and it was seconded by Trustee Sherman. All five (5) members approved, and the resolution passed by unanimous roll call vote.

### **Presentations:**

#### **Michael Richardson – Labor consultant – Employee Benefits Manual**

Mr. Richardson has been collaborating with the Mayor and Deputy Mayor on the Benefits manual for the Village of Millerton. He reviewed the current draft and answered Board members' questions. Some changes will be made before final approval; Mr. Richardson will make those changes and submit the definitive version for review prior to the next meeting on the 8<sup>th</sup> of August, at which time the Board will approve it, if it is ready to.

### **Departments**

#### ***Police***

Officer in Charge Veeder being absent, Officer Rudin gave the June police report to the Board.

### ***Highways and Water***

In the absence of Supervisor Lawrence, Mayor Najdek reported that he had provided her with a quote to fix the backhoe that is currently leaking hydraulic fluid and has a gas tank hole/leak that needs immediate repair. Trustee Hartzog made a *motion* to allow the repairs to both the hydraulic tank and gas tank and not to exceed \$13,000, which was seconded by Deputy Mayor Sartori, and all five (5) members approved.

### **Clerk/Treasurer**

Minutes of May 24, June 6 and 20, and July 5 of 2022 were given to Board members previously for review. Trustee Kerr made a *motion* to approve all minutes with submitted edits, seconded by Deputy Mayor Sartori. All five (5) members approved, and the motion passed.

### **Clerk/Treasurer**

Treasurer report was handed out to all board members and gone over for the month of June. Treasurer Kilmer gave a brief update on the AUD and let the board know it will be filed on time this week. NYCOM training is coming up from 9/12/2022 -9/16/2022 – Treasurer Kilmer, Mayor Najdek, & Deputy Mayor Sartori will be attending this year’s training and the office will be open during the hours that Deputy Clerk Bressler works. Annual Harassment & Discrimination training is beginning and needs to be completed by the end of October, the clerk will send a link for all board members, as well as zoning and planning board members, to register. Clerk Kilmer informed the Board that if this training is undertaken at their primary jobs, they should forward proof of completion to her for the record.

### **Building, Planning, and Zoning**

A proposed revised building permit fee schedule was distributed to the Board for review and eventual action.

### **Executive Session**

Deputy Mayor Sartori made *motion* to enter Executive Session at 8:43 PM for contract negotiations regarding the Town of North East and Endeavor Municipal Group, and personnel with possible disciplinary action, seconded by Trustee Sherman, all five (5) present members approved. Trustee Sherman made *motion* to exit Executive Session at 8:54 PM. The motion was seconded by Trustee Kerr and all five (5) present members approved.

### **Resolution 2022-29**

Deputy Mayor Sartori made *motion* to approve Resolution 2022-29 (see attached) and allow the mayor to sign the two (2) police contracts with the Town of North East, seconded by Trustee Hartzog. Roll call resulted in unanimous approval.

### **Resolution 2022-30**

Trustee Hartzog made *motion* to accept Resolution 2022-30 (see attached), seconded by Trustee Kerr. Roll call resulted in unanimous approval.

### **Mayor**

Mayor Najdek announced that the Village was awarded a Municipal Innovation Grant in the amount of \$200,000 for the engineering and design of the wastewater system. She also updated

the Board regarding appointing a Planning Board Chairperson, stating that Lance Middlebrook has agreed to continue chairing the Planning Board. Deputy Mayor Sartori made *motion* to accept Mayor Najdek's appointment of Mr. Middlebrook for a one-year term to end on June 30, 2023, seconded by Trustee Sherman, and all five (5) present members approved. Mayor Najdek presented **Change Order #3** from Tighe & Bond for the meter installation. This change order comes with no additional charge but delineates added time necessary to do the contracted work, as the supply chain is slowing the final process. Trustee Sherman made *motion* to allow this change order. It was seconded by Trustee Hartzog, and all five (5) present members approved. A *Memorandum of Understanding* was presented to the board enabling Townscape to donate services to the Village for a myriad of items. After a discussion, Trustee Hartzog made a *motion* to allow the mayor to enter into this agreement after Townscape signed. The motion was seconded by Deputy Mayor Sartori, and all five (5) present members approved.

### **Public Comment**

Delora Brooks addressed the need to request permission from the Board to take certain action such as planting trees and to obtain permission for the kinds of trees and reminded people to call UDIG in the event of needing to dig for any project due to the potential presence of vulnerable water lines. Ms. Brooks, who also chairs the Zoning Board of Appeals, reminded Village homeowners that, in accordance with Village Zoning Code, they are responsible for maintaining their sidewalks in all seasons, which includes weeding them in the summer. Ms. Brooks also highlighted a quality-of-life issue regarding the need to make motorists aware of parking regulations. Ms. Brooks also mentioned the continuing issue of runoff from the top of Dutchess Avenue. Mayor Najdek said she would approach the Town to see what could be done to alleviate the situation. Brian Wahl inquired as to the number of companies that have expressed interest in the RFP the Village issued for the Police Organizational Study.

### **Adjourn**

*Motion* to adjourn was made at 9:15 PM by Deputy Mayor Sartori. The motion was seconded by Trustee Hartzog, and all five (5) present members approved, thus the motion carried.

Respectfully Submitted,

Prepared By:

Kelly Kilmer  
Village Clerk

Suzanne Bressler (8/8/22)  
Deputy Clerk