

**Board of Trustees
VILLAGE OF MILLERTON
Business Meeting
May 18, 2020**

A business meeting of the Village of Millerton Board of Trustees was held on Monday, May 18, 2020. It was called to order at 7:01 PM via Zoom meeting telecommunication (Due to COVID-19 restrictions from State and County levels) with Mayor Debra Middlebrook presiding. Trustees present: Jennifer Najdek, Alicia Sartori, Matthew Hartzog and Joshua Schultz. Also, present Clerk Kelly Kilmer, Treasurer Stephany Eisermann, Officer in Charge Michael Veeder, Highway Supervisor Cole Lawrence, Jennifer Dowley and Andrew Stayman from the Climate Smart Community. (Sign in sheet attached). Members of the public were able to view and ask questions through the Village of Millerton Facebook page where this meeting was televised live.

Presentation – Climate Smart Community

Jennifer Dowley and Andrew Stayman, representatives from the Climate Smart Community presented a power point and asked for the Village of Millerton Board of Trustee's approval to apply for a grant on behalf of the Village of Millerton. This grant is for a single Universal EV Charging Station. This proposed charging station would be installed on Century Blvd, in front of the Consolidated Communication building. After the presentation, questions were asked from the board, village employee's, and a question from a Facebook viewer. Both Jennifer and Andrew were able to give clear answers to these questions and more information regarding the unit itself. *Motion* was made by Trustee Sartori to allow the Climate Smart Community to apply for the Universal EV Charging Station on behalf of the Village of Millerton with the restriction of one of the board members review the application prior to submission, seconded by Deputy Mayor Najdek, all five (5) members present approved and motion passed.

Departments

Highway – Highway supervisor Cole Lawrence stated that he had a few trees that need to be taken down or trimmed due to dead limbs. He has received 3 quotes and will give them to Clerk Kilmer. Cole also informed the board that there was some damage to the Mill Street bridge from a truck a while back. This damage needs to be fixed but we are unable to go after the vehicle that damaged the bridge due to no police report that Cole is aware of. Officer Veeder spoke that he would be happy to investigate this to see if the Village could get any additional information. The damage will be approximately \$1,000. Clerk Kilmer just reminded Cole that anything over \$1,000 would need 3 quotes (verbal or written) per the Village of Millerton Procurement Policy. He will get more detailed information regarding the cost of repairing the damage. Supervisor Lawrence also let the board know that the technician for the solar panels was out to fix the panels but did not have the proper equipment to do work that was needed. Cole met with the engineer and paint tech for the water tower project. The paint tech was unable to climb to assess the paint samples that were needed. Cole was able to open the vault and pump out water that was in the vault, along with clean out a rain gutter. The inventory list has not been able to be completed at this time, Cole will continue to work on this for the board. The equipment book is also still being worked on by Trustee Hartzog.

Police – Officer in Charge, Michael Veeder gave the report for April 2020 (see attached) Total of 30 calls for the month, 11 in the Village and 19 in the Town of North East. OIC Veeder spoke about a report he provided the board regarding masks that he and the officers are giving out while

patrolling the Rail Trail. He stated that the department will be doing this same thing during Saturday of Memorial Day Weekend. OIC Veeder also spoke regarding the department issued taser, it has reached it life expectancy and will need to be replaced soon, OIC Veeder will get more information to present in the coming months. He also discussed the problems they are continually having with DC115, 2011 Ford Crown Vic. The vehicle is now leaking oil and will cost approximately \$1132.00, to repair. Officer Veeder has implemented a plan to use the car less to help conserve the usage of this vehicle. Clerk Kilmer stated that this past week was National Police Week (05/10/2020-05/16/2020) and thanked Officer Veeder and his officers for their service.

Vouchers

Motion was made by Trustee Hartzog to allow the payment of Voucher #2019401-2019429 **General \$ 8,993.95 – Water \$ 11,894.17** for a total of **\$ 20,888.12**, seconded by Deputy Mayor Najdek, all five (5) members in attendance approved and motion passed.

Committee Reports

Jenn – Deputy Mayor gave an update on all the parts of the Eddie Collins Revitalization committee and what pieces of the project are moving. There is another grant that Jenn would like to allow Anna Clune to write for the committee. This grant is for the playground equipment and is not a matching grant. *Motion* was made by Trustee Schultz to allow Anna Clune to write the grant on behalf of the Village of Millerton, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed. Jenn sent out a very detail report regarding all the rest of her committee items (see attached report).

Alicia – Trustee Sartori sent a report/proposal from Tighe & Bond regarding Grant Funding Assistance. Mayor Middlebrook feels that the next Workshop meeting would be dedicated to looking at each grant that we have currently going and possible future grants.

Matt – No report this month

Josh- Trustee Schultz stated that there is no forward movement with the EOP plan at this time. Trustee Schultz and Trustee Hartzog will be looking into 5G and when it will begin.

Clerk Report

Clerk Kilmer reported that a letter/email was received from a resident regarding the penalty for their water for the second quarter water billing (04/2020). This resident has never asked the board to waive any fee prior to this billing, *Motion* was made by Trustee Hartzog to waive the one time late fee of \$23, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

Resolutions 07-2020 through 14-2020 were voted on and are attached to these minutes:

07-2020 Meeting Dates 2020-2021 , *Motion* to accept with time change for Business Meetings to 6 PM made by Deputy Mayor Najdek, seconded by Trustee Schultz, all five (5) members in attendance approved and motion passed.

08-2020 Advance Approval of Claims, *Motion* to accept the authorization of payment in advance for listed claims made by Trustee Hartzog, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

09-2020 Attendance at Schools and Conferences, *Motion* to allow municipal officials and employees attend schools and conferences made by Trustee Schultz, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion passed.

10-2020 Designation of Depositories, *Motion* to accept Salisbury Bank and Trust as primary banking institution made by Trustee Hartzog, seconded by Deputy Mayor Najdek, all five (5) members in attendance approved and motion passed.

11-2020 Mileage Allowance and Food Reimbursement, *Motion* to approve reimbursement of mileage at .57.5 cents per mile and \$45 per day for food reimbursement made by Trustee Sartori, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion passed.

12-2020 Official News Papers, *Motion* made to accept The Millerton News as the Village of Millerton Primary Newspaper made by Deputy Mayor Najdek, seconded by Trustee Schultz, all five (5) members in attendance approved and motion passed.

13-2020 Designation of Emergency Interim Successors, *Motion* made to accept Jennifer Najdek and Kelly Kilmer as the designated successors made by Trustee Hartzog, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

14-2020 Registrar of Vital Statistics, *Motion* made by Trustee Hartzog to appoint Kelly Kilmer as the Registrar of Vital Statistics, seconded by Deputy Mayor Najdek, all five (5) members in attendance approved and motion passed.

Due to the elections being held in September 2020 due to COVID-19 restrictions, the following motions were approved to allow the current Chairpersons to continue until October 2020.

Motion was made by Deputy Mayor Najdek to continue with current Chairperson for Zoning, Delora Brooks and Chairperson for Planning, Lance Middlebrook until October 2020, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

Committee Assignments are attached to minutes, Mayor Middlebrook made proposal for two changes. Public Works committee will be head by Trustee Schultz and second member Trustee Hartzog, Sidewalks/Trees Committee will be head by Trustee Hartzog and second member will be Trustee Schultz. *Motion* made by Trustee Sartori to accept these changes, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion passed.

Treasurer Report

Treasurer Eisermann gave an update for the upcoming Village property taxes and some clarification with the Resolution that was previously approved for the splitting of the 2020/2021 taxes. Per her conversation with the Dutchess County the Village Board has the authority to split the penalty payment but does not have the authority to waive any late penalties, that has to come from an Executive Order.

Mayor

Mayor Middlebrook received a letter from Jeanne Vanecko in regard to becoming a Project Coordinator Position for the Eddie Collins Memorial Park Project. This letter was distributed to the board for review and Mayor Middlebrook asked if anyone had any questions or comments regarding allowing Mrs. Vanecko to take on this roll. Everyone on the board agreed that this was a good thing and welcomed the assistance. *Motion* was made by Deputy Mayor Najdek to allow Jeanne Vanecko as Project Coordinator, seconded by Trustee Hartzog, all five members in attendance approved and motion passed. The Mayor let the Board and viewers know that Dutchess County will be doing a convoy for a Memorial Day Celebration since with the current health concerns most places will not be having Memorial Day Parades.

Public Comment

A comment from a resident concerned about the lack of social distancing and wanted to know what the board was doing to keep residence informed about restrictions. Mayor Middlebrook gave information regarding what the plan with the county and local business would be going forward.

Executive Session

Motion was made by Trustee Sartori to enter executive session at 8:50 PM for personnel and job responsibilities, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion passed.

Motion was made by Trustee Hartzog to exit executive session at 9:07 PM and return to regular business meeting, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

Personnel

Motion made by Trustee Hartzog to accept Stephany Eisermann's resignation of full-time status with the Village of Millerton, seconded by Deputy Mayor Najdek, all five (5) members in attendance approved and motion passed.

Motion made by Trustee Sartori to accept Stephany Eisermann as a part time employee with the Village of Millerton at her current rate of \$26.25 per hour and not to exceed 60 hours per month with duties including Treasure and secretary to Building, Planning, and Zoning Department, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion passed.

Motion made by Trustee Hartzog to increase the salary for Clerk Kelly Kilmer from \$20.60 to \$23.60 effective June 1, 2020, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

Motion made by Trustee Sartori to allow the donation of 40 hours of unused sick time for each full-time employee at the Village of Millerton, from Stephany Eisermann, seconded by Deputy Mayor Najdek, all five (5) members approved and motion passed.

Motion made by Trustee Sartori to allow Clerk Kilmer Over Time in the amount not to exceed 5 hours per week for the next 90 days, seconded by Deputy Mayor Najdek, all five (5) members in attendance approved and motion passed.

Adjourn

Motion made by Deputy Mayor Najdek to adjourn at 9:14 PM, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

Respectfully Submitted,

Kelly Kilmer
Village Clerk

Approved: 06152020