

**Board of Trustees  
VILLAGE OF MILLERTON  
Workshop Meeting  
February 4<sup>th</sup>, 2019**

A workshop meeting of the Village of Millerton Board of Trustees was held on Monday, February 4<sup>th</sup>, 2019. It was called to order at 6:03PM at the Village Hall, 21 Dutchess Avenue, Millerton, NY 12546 with Mayor Debra Middlebrook presiding. Trustees present: Jennifer Najdek, Christine Bates, Alicia Sartori, and Matthew Hartzog. Also present; Clerk Kelly Kilmer and resident Josh Schultz (Sign in sheet attached).

**Village Hall Cleaner**

*Motion* was made by Trustee Najdek to hire Ann Sartori as an independent sub-contractor (will receive 1099 tax form at the end of the year) at the rate of \$250 per quarter, not to exceed \$1000 per fiscal year to clean the village hall and nutrition center, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion passed.

**Procurement Policy**

Policy was discussed and a few additional changes are needed before adopting revision of this policy. The clerk will update and retype the policy with added changes and present at next meeting to be adopted.

**Vouchers**

Vouchers #2018784-2018785

<b>General</b>	<b>\$ 404.13</b>
<b>Water</b>	<b><u>\$ 1,158.35</u></b>
<b>Total</b>	<b>\$ 1,562.48</b>

*Motion* was made by Trustee Hartzog to pay the vouchers once the majority of the board had signed, seconded by Trustee Sartori, all five (5) members in attendance approved and motion was passed.

**Clerk**

*Motion* was made by Trustee Najdek to approve the minutes of 01/22/2019 & 01/24/2019 with noted changes, seconded by Trustee Bates, all five (5) members in attendance approved and motion was passed.

Kelly reported that there are some changes with Vital Records and Retirement Reports and how she has to report them to the state. There are a couple Webinars that she will have to do to become familiar with the new process. Vital Records will be starting new process in March 2019 and Retirement will start new process in June 2019.

**Mayor**

Deb read a letter that was delivered to the Village for the upcoming Veterans Week from February 10<sup>th</sup> – February 16<sup>th</sup>, 2019 (letter attached). Trustee Najdek is going to ask if the Millerton American Legion if they would be having any type of ceremony or activities for Veterans Week.

*Motion* was made by Trustee Najdek to allow the mayor to execute and sign the contract with Dutchess County and Mid-Hudson Addiction Recovery Centers, INC to allow our officers to

Approved: 03042019

participate in a county wide program for both addiction and mental health, seconded by Trustee Hartzog, all five (5) members in attendance agreed and motion was passed. (Copy of agreement attached).

**Adjourn**

*Motion* made by Trustee Nadjek to adjourn the meeting at 7:09 PM, seconded by Trustee Sartori, all five (5) members in attendance approved and motion was passed.

Respectfully Submitted,

Kelly Kilmer  
Village Clerk