

Board of Trustees
VILLAGE OF MILLERTON
Regular Meeting
February 16, 2021

A regular business meeting of the Village of Millerton Board of Trustees was called to order on Tuesday, February 16, 2021 at 6:08 PM via Zoom telecommunication, with Mayor Debra Middlebrook presiding. Deputy Mayor Jen Najdek, Trustees Alicia Sartori, Joshua Schultz and Matthew Hartzog, Clerk/Treasurer Kelly Kilmer and Deputy Clerk Suzanne Bressler were also present. Officer in Charge Michael Veeder and Highway Supervisor Cole Lawrence joined the meeting after the initial presentations. Kevin Hasselwander of Chazen Companies (engineering) and Victor Cornelius of Endeavor (consulting) presented. A sign-in sheet is attached.

Presentations

Kevin Hasselwander of Chazen presented the latest update on the Eddie Collins Memorial Park revitalization project, sharing his screen to show current maps and plans. On March 19th, Chazen will issue the RFP inviting bids for the work that needs to be done, ideally beginning a five-week bid period on April 23rd. Construction would start in early May, allotting 70-90 days in the construction schedule for best pricing, and then the park could ostensibly open in early to mid-August. Deputy Mayor Najdek asked whether it would be feasible for camp to be operational in July this year. Mr. Hasselwander said Chazen will attempt to work into the RFP language that camp dates and activities should be best accommodated (i.e., incorporate parking lot completion and additional safety features). Some discussion also ensued regarding CDBG funding and Chazen's preparation for compliance with any stipulations thereof, and factors to consider if the bid process is executed electronically.

Victor Cornelius of Endeavor presented an update on grant-seeking for different projects important to the Village. He said he is submitting a request in the amount of \$31 million for infrastructure needs in five municipalities, one of which is Millerton, to US Senator Schumer's office for FY 2021 appropriations.

Departments

Highways and Water

Highways Supervisor Cole Lawrence reported on specific brush disposal and water issues and answered a question about snow removal around Veterans Memorial Park. A discussion ensued regarding Bridge 21 – an extremely competitive grant program, just announced, that could help fund the stabilization of the Mill Street Bridge. The Board agreed it would be beneficial to apply if it isn't too costly to engage the engineering firm that must prepare the application.

Police

Officer in Charge Michael Veeder reported on crime statistics for the month of January, stating that there were twice as many calls to the department that month this year as opposed to the same month in 2020. said he has been working with the Police Reform Committee to develop the Village's police reform plan.

Vouchers

Motion to approve **Vouchers numbered 2019747-2019777** allocated as follows: **General \$9,728.70; Water \$2,880.17; Capital \$5,808.57; Total \$18,417.44** was made by Deputy Mayor Najdek and seconded by Trustee Hartzog, and all five (5) present members approved.

Committee Reports

Deputy Mayor Najdek referred to the Chazen Presentation earlier in the meeting in lieu of her recreation committee report. Trustee Sartori said she is clarifying Village employee policies after studying those of other towns and municipalities and reviewing vacation time practices. Trustee Hartzog said a mission statement was devised by the Town representatives to the Police Reform Committee which is a good foundation and work is progressing with weekly meetings. Trustee Schultz concurred with Trustee Hartzog's report particularly regarding police reform progress.

Clerk's Report

Motion to approve meeting minutes as presented by the Clerk with suggested changes for meetings held January 21st, February 3rd, 11th and 18th, and March 2nd of 2020 and January 15th and 19th of 2021 was made by Deputy Mayor Najdek and seconded by Trustee Sartori; all five (5) present members of the Board approved and the minutes were thus adopted. Clerk Kilmer reported that various items have now been passed onto the Deputy Clerk to handle, since she herself is also fulfilling the role of Treasurer. Those who have inquired about having chickens at their Linden Street residence have now emailed the Clerk to say they will hold off on their request for another year to get to know their new neighbors first. More calls have come in regarding livestock – new residents are inquiring about whether they can have goats on their property.

Treasurer's Report

Budget and Grants - Treasurer Kilmer reported that bank requisitions are complete. She distributed a budget report for January and reviewed last month's Village income and deposits, then moved on to expenses – most of which, she said, would be viewable in February's report. Trustee Hartzog is scheduled to meet with the Treasurer prior to the Board's March 15th meeting to review the next budget report. The Village was finally reimbursed for its Wastewater Study expenses now that appropriate documentation has been filed to release grant funds slated for that. Similarly, documentation for reimbursement for Greenway Grant expenses having to do with the Eddie Collins Memorial Park Revitalization Project has been submitted and the Village should be reimbursed forthwith. Deputy Mayor Najdek reminded everyone that admin and tech force account hours need to be tracked carefully for any work done on the ECMP project. The Village is also in the process of submitting paperwork to extend its CDBG 2020 grant completion date. The Board will decide on this formally at its next meeting. Treasurer Kilmer expressed the need to contract with an accounting consultant to assist in preparation of the budget this fiscal year at a maximum of \$760 per month, which is not expected to be fully expended. *Motion* to hire Hickory Hill Accounting Services at a rate of \$95/hour for not more than 8 hours per month for the remainder of FY 2021 was made by Trustee Hartzog and seconded by Trustee Sartori. All five (5) members present approved and the motion was carried.

Mayor's Report

The Mayor announced that the Board needs an executive session to discuss personnel and

income. She reported on the regular County call of today regarding the virus and vaccines.

Budget Review

Treasurer Kilmer led the Board through a review of various budget lines in preparation for Monday's upcoming budget workshop. The final budget for FY 2021 must be adopted by May 1st after a public hearing and further Board consideration.

Public Comment

None.

Executive Session

Motion to enter Executive Session for personnel issues was made by Deputy Mayor Najdek at 8:15 PM and seconded by Trustee Hartzog. All (5) five present members approved. *Motion* to exit Executive Session was made by Deputy Mayor Najdek at 9:13 PM and seconded by Trustee Sartori. All five (5) members present approved.

Adjourn

A *motion* to adjourn was made by Deputy Mayor Najdek at 9:14 PM and seconded by Trustee Sartori; all five (5) members present were in favor and the meeting disbanded.

Respectfully Submitted,

Prepared By:

Kelly Kilmer
Village Treasurer/Clerk

Suzanne Bressler
Deputy Clerk (3/4/21)