

**Board of Trustees**  
**VILLAGE OF MILLERTON**  
**Regular Meeting Minutes**  
**July 22, 2019**  
**7 PM**

A regular meeting of the Village of Millerton Board of Trustees was held on Monday, July 22<sup>nd</sup>, 2019 and was called to order at 7:00 PM at the Village Hall, 21 Dutchess Avenue, Millerton, NY 12546 with Mayor Debra Middlebrook presiding. Trustees present: Jennifer Najdek, Alicia Sartori, Matthew Hartzog, and Joshua Schultz. Also present: Clerk Kelly Kilmer, Treasure Stephany Eisermann, Highway Supervisor Cole Lawrence and Village Attorney Ian MacDonald. Members of the public; Martha and Ron Steed, Jeanne Vanecko, Anna Clune, Robert Kelly, John Scutieri, Kaitlin Lyle and Stephen Waite (Sign in sheet attached).

**Public Hearing – Amending the Zoning Map for recently Annexed Parcels**

*Motion* was made by Deputy Mayor Najdek to open the public hearing at 7:08 PM, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion was passed.

Mr. Scutieri asked what two (2) parcels were being annexed and Mayor Middlebrook explained the two parcels (Rt 22 Rear – 7271-00-087397 & Rt 361 Rear 7271-00-386065)

Mr. Steed questioned whether the two properties were attached to the Village. The Mayor answered that yes, they were both owned by the Village but were considered to be in the Town. Now they are in the Village and the Village no longer has to pay Town taxes on these two (2) parcels.

*Motion* was made by Deputy Mayor Najdek to close the public hearing with no further questions at 7:31 PM, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

**Presentation – Anna Clune & Jeanne Vanecko – Grant Application for Eddie Collins Revitalization**

Anna Clune and Jeanne Vanecko went over the first phase of the Eddie Collins Revitalization plans along with the CFA Grant application that is due on July 26<sup>th</sup>, 2019. They both answered questions that the board or public had regarding this project and the grant submission. Ms. Vanecko spoke about a capital campaign in order to raise funds for the project and at least 10 years of maintenance for the park when it was completed. *Motion* was made by Trustee Hartzog to allow Mayor Middlebrook to sign the CFA grant once completed, seconded by Trustee Schultz, all five (5) members in attendance approved and motion passed.

**Presentation – Mr. & Mrs. Ron Steed – North Center Street Property**

Mr. Steed started the presentation by first thanking the Highway employees for trying to clean the storm drain by his North Center Street property. Mr. Steed is asking the board about possibly putting a curb on his property that is on N. Center Street due to safety concerns. He showed some maps that he had done up for his property (copy of drawing attached) and what he is proposing. After discussion, the board is going to have the Village Attorney research who would be liable for putting the curb in and get back to Mr. and Mrs. Steed on what can be done.

**Presentation – Tighe & Bond – Erin Moore**

Erin gave updated information regarding the WIIA grant that is due for submission on September 13<sup>th</sup>, 2019. We applied for the same grant last year but it was not awarded due to IMA

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Agreement. Village Attorney, Ian MacDonald will be working with the Town of North East counsel to have an IMA ready for the next meeting along with the Resolution to Apply and a Bond Resolution for this year's grant. Also, a public hearing will need to be held also at the next meeting in order to submit for this year. *Motion* was made by Trustee Hartzog to hold a Public Meeting on August 19<sup>th</sup>, 2019 at 7:00 PM, seconded by Trustee Schultz, all five (5) members in attendance approved and motion passed.

### **Attorney**

Ian MacDonald spoke about the SEQR forms that had been filled out for the annexation of the two (2) parcels from the Town of North East. These forms are needed in order to show that there is no environmental impact with these two parcels. *Motion* was made by Deputy Mayor Najdek to adopt the negative declaration (no environmental impact) and to allow the Mayor to sign Part 3 of the Environmental Assessment Form, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed. *Motion* was made by Deputy Najdek to adopt Resolution 2019-15 Enacting Local Law No. 1 of 2019 Amending the Zoning Map, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion passed.

The John Deere Tractor Bond is up for renewal and requires a new Bond Resolution, Mr. MacDonald has prepared Bond Resolution 2019-16 and it was read into the minutes (resolution attached). *Motion* was made by Deputy Mayor Najdek to accept and allow the Bond Resolution 2019-16 for the 2016 John Deere Tractor renewal, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

### **Presentation – Mr. Robert Kelly – Traver Place**

Mr. Kelly has asked that the 2<sup>nd</sup> entrance to his driveway have a swale drain (pipe) installed and the entryway black topped. Cole explained the process to the board and that it would take 2 days of labor and would cost between \$500-\$1000. *Motion* was made by Deputy Mayor Najdek to allow Cole to do this work not to exceed \$1000, seconded by Trustee Schultz, all five (5) members in attendance approved and motion passed.

### **Departments**

**Highway:** Highway Supervisor Cole thanked both Deputy Mayor Najdek and Trustee Schultz for drinks while working a long day with a water issue and for Trustee Schultz cutting back the brush along the sidewalk on a property on Route 22 that was in danger of causing an accident on Route 22. A letter will need to be sent to the homeowner of that property if the brush is not kept trimmed so this is not a safety issue on that road.

Kent Glass spoke with Cole and has concerns with the depth of the current trench and the water pipes freezing at his new property on North Elm Avenue. Cole is going to look into making arrangement to put other piping in to resolve the concern.

Cole is looking to cut and cap hydrants on North Maple and Dutchess, where there are new hydrants next to the old ones. Cole will need to utilize VRI for this project. He estimates this will take 8 hours of VRI Mechanic time. *Motion* was made by Deputy Mayor Najdek to allow VRI Mechanic for 1 day not to exceed 8 hours, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

Tree companies have been called and we are still waiting for calls back. We are going to contact some additional local companies.

Cole made the board aware that the parking sign and pole are gone at the end of Century Blvd by Salisbury Bank. It was decided to wait to replace the sign.

Cole informed the board that the location where the Highway Dept. is currently storing "Fill" is getting full. He was wondering if we could look into offering it to residents and nonresidents. It needs to be looked into with counsel and the Village insurance agent to see if we can give it away without having a liability. This will be revisited after we get that information.

Cole advised the board that there were issues with the pressure at the water plant last week.

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After Cole spoke with the engineers, they believe that the problem might be at the tank itself. The Radio Reader at the tower might be malfunctioning, Armani, from Armani Engr Corp., is coming in this week to diagnosis the problem. After it acted up this past week it did reset itself and returned to normal function. Cole will keep the board aware of what they find. Mayor Middlebrook thought that maybe if it was a major part we could include that in with the WIIA Grant Application numbers. Erin Moore with Tighe & Bond will be emailed and asked about adding it to the numbers.

Cole asked about getting a permit to have a new driveway at his residence and Mayor Middlebrook informed him that she will discuss this with Ken McLaughlin, Building Inspector.

**Police:** Sergeant Veeder was unable to attend this meeting and Clerk Kilmer handed out the police report for **June 2019**. There was **37** Incidents for the month of June, with **20** in the Village and **17** within the Town of North East. There were **2** arrests in the Village and **2** arrests in the Town.

### **Vouchers**

*Motion* was made by Trustee Hartzog to pay **Voucher #2018982 – 2019028**. Total amount of **\$55,077.28** , **General Fund \$33,618.02** and **Water Fund \$16,459.26**, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

### **Committee Reports**

**Jen** – Summer Camp is in full swing and going well.

**Alicia** – Interviews for the Highway vacant position will be starting this week.

**Matt** – Working on Ten Mile Watershed Collaborative and will send email to board members

**Joshua** – Will be working on the Emergency Preparedness Plan and will email a draft in August to the board members

### **Clerk Report**

*Motion* was made by Deputy Mayor Najdek to allow the Mayor to sign the CDBG 2019 contract for the sidewalks, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion passed.

Received an invoice and letter from Clivus (composting toilets) for a service/maintenance contract in the amount of \$300 for each service/maintenance which is expected to be 4-6 a year. The board agree that we need more information before going forward with this contract.

Payroll Certification is ready to be sent to the County, *Motion* was made by Trustee Schultz to allow the Mayor to sign the Payroll Certification, seconded by Deputy Mayor Najdek, all five (5) members in attendance approved and motion passed.

Village of Millerton Workmen's Compensation Plan is up for renewal for the Fiscal Year 2019-2020, *Motion* was made by Trustee Schultz to accept and allow the Mayor to sign the Workmen's Compensation renewal, seconded by Deputy Mayor Najdek, all five (5) members in attendance approved and motion passed.

MVP Health Insurance has been renewed for the year 2019-2020 for eligible employee's and *Motion* was made by Trustee Schultz to allow the Mayor to sign MVP Contract/Renewal, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion passed.

*Motion* made by Deputy Mayor Najdek to accept the Minutes of 06/03/2019 and 06/17/2019 with any corrections submitted to the clerk, seconded by Trustee Schultz, all four (4) members in attendance accepted and motion passed ( Trustee Hartzog abstained from 06/03/19 & 06/17/2019). *Motion* was made by Trustee Schultz to accept the Minutes of 07/01/2019 with any corrections submitted to the clerk, seconded by Trustee Hartzog all five (5) members in attendance approved and motion passed.

NYCOM Conference will be held in Saratoga, NY this year on September 16<sup>th</sup> – September 20<sup>th</sup>, 2019. The Village Hall will be closed during this time period.

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*Motion* was made by Deputy Mayor Najdek to cancel the Workshop Meeting on 09/03/2019 and move the Regular Meeting to 09/09/2019 at 6 PM, seconded by Trustee Schultz, all five (5) members in attendance approved and motion passed.

### **Treasurer Report**

Treasurer Eisermann handed out her report for the time period of 06/01/2019-06/30/2019. She gave an overview of the report to the board. KVS Renewal will be tabled till next month's meeting due a need for more information from KVS.

### **Mayor**

Watershed Support Letter from Chris Kennan was sent to the Mayor to ask the board to support this project and allow the Mayor to sign the letter along with several other Towns and Villages, *Motion* was made by Trustee Schultz to allow the Mayor to sign on behalf of the Village, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion passed. Joint Meeting will be scheduled with the Town of North East for the Comprehensive Plain Draft. The board will be made aware of this meeting and a notice will be placed in the local paper. If anyone from the board would like to attend a meeting for the Ambulance/Emergency Plan RFP update it will be held at Amenia Town Hall on Wednesday, July 31, 2019 at 2 PM

### **Public Comment**

None

### **Executive Session**

*Motion* was made by Deputy Mayor Najdek to enter Executive Session for personnel at 9:44 PM, seconded by Trustee Hartzog, all five (5) members in attendance approved and motion passed.

*Motion* was made by Deputy Mayor Najdek to exit Executive Session at 10:06 PM, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

### **Adjourn**

*Motion* was made by Deputy Mayor Najdek to adjourn at 10:07 PM, seconded by Trustee Sartori, all five (5) members in attendance approved and motion passed.

Respectfully Submitted,

Kelly Kilmer  
Village Clerk

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