

**Board of Trustees**  
**VILLAGE OF MILLERTON**  
**Regular Meeting**  
**October 16, 2017**

The regular meeting of the Village of Millerton Board of Trustees was held on Monday, October 16, 2017 at 7:00 PM at the Village Hall, 21 Dutchess Avenue, Millerton, NY 12546 with Mayor Debra Middlebrook presiding. Trustees present: Christine Bates, David Sherman, Jennifer Najdek and Stephen Waite. Also present: Clerk Stephany Eisermann, Treasurer Amber Jordan, Highway / Water Operator Coleman Lawrence, Attorney Ian MacDonald, Officer Erik Breen, Joshua Schultz, Kristin McClune and Ron Steed (Sign in sheet attached).

**Agenda Changes – Spring for Sound**

There have been some last minute changes to the Agenda. Spring for Sound will not be attending the meeting this evening as they are working with the Recreation Committee. If anyone has any comments relating to Spring for Sound please see Trustee Najdek or Trustee Waite.

**Erin Moore – Tighe & Bond**

Project Manager Erin Moore stated that she had a great meeting with Highway / Water Supervisor Cole Lawrence and Treasurer Amber Jordan to determine the extent of the existing water infrastructure data on file in the Village Hall. After this discussion, Erin walked away with a refreshed vision of what she believes the Village needs moving forward to be more efficient in supporting its maintenance efforts. Erin revised the previous proposal which now consists of GIS Mapping (gave demonstration). Tighe & Bond is proposing to host the GIS mapping on the cloud. The main goal relating to this proposal is successful operation maintenance and the ability to apply for grant funding. If the board finds that this system is not useful, all the compiled data will be returned to the Village in the form of maps and an electronic file. Trustee Najdek asked if Supervisor Lawrence would be able to edit the data if it was cloud based and Erin responded that he would be able to do that on site.

Included in the three thousand two hundred dollar (\$3,200.00) proposal, Tighe and Bond will host the program for at least one year at no additional cost. After the agreed upon trial period is over there will be a cost associated to host this program monthly; not to exceed one thousand dollars (\$1,000.00) annually (utilizing a Tighe & Bond User account). If the Village were to purchase their own user account, it would be approximately one thousand five hundred dollars (\$1,500.00) annually. Erin Moore strongly suggests utilizing the Tighe & Bond user account for one year to see how the program is working for the Village.

*Motion* made by Trustee Bates to accept the proposal for Tighe & Bond to move forward for the GIS Mapping at the cost of three thousand two hundred dollars, seconded by Trustee Sherman, all five (5) members in attendance approved and motion was passed.

*Motion* made by Trustee Najdek to allow Mayor Middlebrook to sign the proposal from Tighe & Bond for GIS Mapping in the amount of three thousand two hundred dollars (\$3,200.00) seconded by Trustee Bates, all five (5) members in attendance approved and motion was passed.

**NE Fire District**

Mayor Middlebrook explained that she spoke with Chairman Watson prior to the meeting and that she was referring this to the Public Works Committee to go through previous records to determine how this rate was calculated and whether or not it was arbitrary. The findings of this research will be discussed at the workshop meeting on November 6, 2017.

## **Reports from Department Heads**

### **Highway / Water – Mayor Middlebrook Reported for Supervisor Cole Lawrence**

Mayor Middlebrook stated that Supervisor Lawrence would like to have a reminder put in the water bills about the brush due to the fact that very large piles are continually being put out by residents and this courtesy is reserved for storm damage.

Scrap material was sold for a total of approximately one thousand five hundred dollars (\$1,500.00). With those funds, there are a couple items that Supervisor Lawrence would like to purchase. Mayor Middlebrook advised him to discuss these purchases with the Public Works Committee and to ensure the funds are within his budget.

Trustee Sherman pointed out that the new hydrant installation at Park Avenue and Main Street went very well and the department did a good job.

The next water repair on the schedule will be the Barton Street / Church Street valve.

### **Attorney MacDonald**

Attorney MacDonald reviewed the permit application for the Composting Toilet project.

Attorney MacDonald wanted to check on the status of the mapping for the annexation. Clerk Stephany Eisermann reported that she did have a conversation with Lynden Chase and he will come and take a look at the current maps to see what is on file. Attorney MacDonald stated that the new map must show the entire village and include those newly annexed parcels as well as a new boundary map showing the revised Village of Millerton and Town of North East border.

Trustee Christine Bates and Trustee Najdek have been researching event policies in other communities and have found that some event policies involved a local law regarding mass assemblies. Trustee Bates asked Attorney MacDonald if he believe that is something the board should consider. Attorney MacDonald will research this option.

### **Police - Officer In Charge David Rudin**

Within the month of August, there was a total of one hundred eleven (111) incidents; ninety (90) within the Village and twenty-one (21) within the Town. Of those, a total of three (3) arrests were made; two (2) within the Village and one (1) within the Town.

Officer Rudin stated that all the officers completed and passed their firearm training consisting of handguns and rifles.

The new Police Vehicle has arrived and on behalf of the entire department, Officer Rudin thanks the board again. At this point, Officer Rudin would like permission to include the oldest police vehicle in the Dutchess County Auction; he will call and get further details on the process and fees. *Motion* made by Trustee Bates to surplus the old police cruiser, seconded by Trustee Sherman, all five (5) members in attendance approved and motion was passed.

### **Minutes**

*Motion* made by Trustee Bates to accept the minutes for 07/24/2017 and 08/07/2017 as presented, seconded by Trustee Waite, all five (5) members in attendance approved and motion was passed.

### **Committee Reports**

#### **Jennifer Najdek**

Approved: 11/06/2017

No Report. Please get any comments regarding Spring for Sound to Trustee Najdek and she will draft a document including all that information.

### **Christine Bates**

Trustee Bates already addressed her question relating to mass assemblies with Attorney MacDonald.

### **David Sherman**

Trustee Sherman received a letter from a Town resident regarding the sidewalks, particularly the area in front of Herrington's on Dutchess Avenue. There is a section that is of concern, which he addressed with Supervisor Lawrence and they agreed that they would like to address it at some point.

### **Stephen Waite**

Trustee Waite explained that the plans for the Composting Restroom project have been approved. Trustee Waite filled out the form to receive an extension on the project – we should be receiving information from the County on that shortly. A construction permit must be completed and needs to be signed by both the Village and the County. Attorney MacDonald reviewed the application and recommended some changes. The changes have been made and Trustee Waite will be sending the application to the County.

Trustee Waite has been in touch with Sean Keen from Middletown, CT who does work on the clock in Salisbury and was recommended by the Sadlon's. An appointment has been scheduled for November 1, providing it is ok with the board for him to come and perform an evaluation of the clock at no cost. Trustee Bates asked if the sound will also be restored. Trustee Waite explained it is something that will be looked into.

### **Mayor**

#### **Debra Middlebrook**

Mayor Middlebrook read a statement she prepared relating to Planning Board member Peter Greenough and Deputy Mayor Christine Bates.

[SEE ATTACHED](#)

### **2018 Community development Block Grant Application**

The 2018 CDBG will be a joint application with the Town of North East totaling one hundred eighty-nine thousand dollars (\$189,000.00). The limit for joint applications is two hundred thousand dollars (\$200,000.00) so we are under that threshold. Treasurer Jordan asked that all board members review the proposal from Engineer Ray Jurkowski at Morris Associates. Treasurer Jordan also requested that when she sends the preliminary draft of the 2018 CDBG Grant Application to the board, to please review the application in its entirety and to please promptly respond with any comments as the application must be filed no later than October 20, 2017.

### **Workshop Meeting**

The next workshop meeting will be held on Monday November 6, 2017 at 6:30 PM.

### **Treasurer's Report**

The Treasurer's report for period ending September 30, 2017 was presented to the board.

*Motion* made by Trustee Najdek to accept the Treasurer's Reports as presented, seconded by Trustee Bates, all five (5) members in attendance approved and motion was passed.

Approved: 11/06/2017

*See Attached*

**Unpaid Taxes to be Levied to the County**

*Motion* made by Trustee Bates to levy the unpaid taxes to the County in the amount of twenty-eight thousand two hundred sixty-one dollars and forty-five cents (\$28,261.45), seconded by Trustee Waite, all five (5) members in attendance approved and motion was passed.

**Vouchers**

*Motion* made by Trustee Sherman to pay voucher #'s 2018148 – 2018185 in the amounts of:  
General Fund \$ 37,533.59

Water Fund \$ 15,395.12

Seconded by Trustee Najdek, all five (5) members in attendance approved and motion was passed.

**Adjourn**

*Motion* made by Trustee Najdek to adjourn the meeting at 8:24 PM, seconded by Trustee Bates, all five (5) members in attendance approved and motion was passed.

Respectfully Submitted,

Stephany Eisermann  
Village Clerk