

**Board of Trustees**  
**VILLAGE OF MILLERTON**  
**Annual Organizational Meeting/Workshop Meeting**  
**April 4, 2016**

The organizational meeting of the Village of Millerton Board of Trustees was held on Monday, April 4<sup>th</sup>, 2016 at 7:00pm at the Village Hall, 21 Dutchess Avenue, Millerton, NY 12546 with Mayor Marty Markonic presiding. Trustees present: Debra Middlebrook, Christine Bates and David Sherman. Trustee absent: Stephen Waite. Also present: Amber Jordan - Village Clerk and Village Treasurer, Mimi Ramos (sign in sheet attached).

**Swear of elected officials:** Trustee Debra Middlebrook 4/2016-4/2018  
Trustee David Sherman 4/2016-4/2018

**Spring for Sound**

Mimi Harney presented to the board an overview of the upcoming Spring for Sound event on June 11<sup>th</sup>, 2016. The NECC would like to request from the village approval to close South Center Street for a stage to be placed there.

**Appointments**

- a) Deputy Mayor Debra Middlebrook April 2016 – April 2017
- b) Officer In Charge – David Rudin April 2016 – April 2017
- c) Building Inspector – Kenneth McLaughlin April 2016 – April 2017
- d) Zoning Enforcement Officer – Nancy Brusie April 2016 – April 2017
- e) Planning Board Chair – Lance Middlebrook April 2016 – April 2017
- f) Planning Board Member – Carol Gribble April 2016 – April 2021
- g) Zoning Board Chair – Delora Brooks April 2016 – April 2017
- h) Zoning Board Member – John Eboli April 2016 – April 2021
- i) Recreation Director – Cheryl Katan April 2016 – September 2016
- j) Committee Assignments April 2016 – April 2017

Community Development/Celebrations	*Christine Bates	Stephen Waite
Personnel / Ethics	*Debra Middlebrook	Christine Bates
Health and Emergency Preparedness	*Debra Middlebrook	Stephen Waite
Sidewalks	*Debra Middlebrook	David Sherman
Highway	*David Sherman	Martin Markonic
Police Department	*Debra Middlebrook	Stephen Waite
Recreation and Youth	*Christine Bates	Stephen Waite
Water Department	*David Sherman	Christine Bates
Shade Tree	*Christine Bates	David Sherman

**\*denotes committee chairperson**

Motion made by Trustee Middlebrook accepting the Appointments and Committee Assignments proposed by Mayor Markonic, second by Trustee Sherman, all four (4) board members in attendance approved and motion was passed.

**Resolutions**

- 2016 - 05 Village Board Meeting Schedule

<b>RESOLUTION 2016 – 05</b>
<b>Meeting Dates 2016 - 2017</b>
<b>WHEREAS</b> the Board of Trustees has determined that Village Board of Trustees will meets on the third (3 <sup>rd</sup> ) Monday of each Month at 7:00pm, and
<b>WHEREAS</b> the schedule will be as follows:

**Meeting**

April 4, 2016 (Organizational Meeting)

April 18, 2016

May 16, 2016

June 20, 2016

July 18, 20116

August 15, 2016

September 19, 2016

October 17, 2016

November 21, 2016

December 19, 2016

January 23, 2017\*\*

February 27, 2017\*\*

March 20, 2017

April 3, 2017 (Organizational Meeting)

**WHEREAS** any date listed above that has a \*\* will be changed due to a legal holiday and the Village Hall is Closed.

**WHEREAS** April 3, 2017 will be the Annual Organizational Meeting.

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees authorizes such schedule.

**Section 2.** That this resolution shall take effect immediately.

MOTION MADE BY: Trustee Sherman

SECONDED BY: Trustee Middlebrook

- 2016 - 06 Advance Approval of Claims

**RESOLUTION 2016 - 06**

**Advance Approval of Claims**

**WHEREAS** the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, and

**WHEREAS** all such claims shall be presented at the next regular meeting for audit, and

**WHEREAS** the claimant and officer incurring or approving the same shall be jointly and severely liable for any amount disallowed by the Board of Trustees,

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for the audit and the claimant and officer incurring or approving the same shall be jointly and severely liable for any amount disallowed by the Board of Trustees.

**Section 2.** That this resolution shall take effect immediately.

MOTION MADE BY: Trustee Bates

SECONDED BY: Trustee Middlebrook

- 2016 - 07 Attendance at Schools and Conferences

**RESOLUTION 2016 - 07**

**Attendance at Schools and Conferences**

**WHEREAS** there is to be held during the coming official year, a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors Fall Training School for Village Officials; c) the New York State Conference of Mayors Public Works School; d) the following county association meetings: Dutchess Community Development Council, Dutchess County Planning Federation; e) etc., and

**WHEREAS** it is determined by the Board of Trustees that attendance by certain municipal officials and employees attend one or more of these meetings, conferences, or schools benefits the municipality;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That Village officers and employees are hereby authorized to attend schools and conferences conducted for the benefit of the local government.

**Section 2.** That this resolution shall take effect immediately.

MOTION MADE BY: Trustee Sherman

SECONDED BY: Trustee Bates

- 2016 - 08 Designation of Depositories

**RESOLUTION # 2016 - 08**

**Designation of Depositories**

**WHEREAS,** pursuant to Section 4-412(3)(2) of the Village Law requires the designation of banks or trust companies for the deposit of all monies;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the board of trustees designates the following institutions as depositories of all monies received by the Village Clerk - Treasurer.

Name of Institution: Salisbury Bank and Trust  
87 Main Street  
Millerton, NY 12546

**Section 2.** That this resolution is effective immediately.

MOTION MADE BY: Trustee Bates

SECONDED BY: Trustee Middlebrook

- 2016 - 09 Mileage Allowance and Food Reimbursement

**RESOLUTION # 2016 - 09**

**Mileage Allowance and Food Reimbursement**

**WHEREAS,** the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

**WHEREAS,** the Board of Trustees has determined to pay a fixed rate for lunch and dinner as reimbursement to officers and employees of the Village who have attended overnight training;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of \$ .54 cents per mile.

**Section 2.** That the Board of Trustees shall approve reimbursement to such officers and employees not to exceed \$10.00 for breakfast, \$10.00 for lunch and \$20.00 for dinner for overnight training.

**Section 3.** That this resolution shall take effect immediately.

MOTION MADE BY: Trustee Middlebrook

SECONDED BY: Trustee Bates

- 2016 - 10 Official News Papers

**RESOLUTION # 2016 - 10**

**Official News Papers**

**WHEREAS** the Board of Trustees has determined to use the Millerton News as the Primary Official Newspaper;

**WHEREAS** the Board of Trustee has determined to use the Poughkeepsie Journal as the Secondary Official Newspaper.

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees authorizes the Millerton News as their Primary and the Poughkeepsie Journal as the Secondary Official Newspapers for Legal Notices, postings and Advertising as needed.

**Section 2.** That this resolution shall take effect immediately.

MOTION MADE BY: Trustee Sherman  
SECONDED BY: Trustee Bates

- 2016 - 11 Registrar of Vital Statistics

**RESOLUTION # 2016 – 11**  
**Registrar of Vital Statistics**

**WHEREAS** the Village of Millerton Board of Trustees hereby appoints Amber Jordan Registrar of Vital Statistics;

**WHEREAS** the Village of Millerton Board of Trustees hereby appoints Jennifer Owens Deputy Registrar of Vital Statistics;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** This resolution shall take place immediately upon its adoption.

MOTION MADE BY: Trustee Middlebrook  
SECONDED BY: Trustee Bates

- 2016 - 12 Designation of Interim Successors

**RESOLUTION # 2016 - 12**  
**DESIGNATION OF EMERGENCY INTERIM SUCCESSORS**

Be it resolved, that Mayor Martin Markonic does hereby appoint as an Emergency Interim Successor the following named individuals and does hereby specify their rank in order of succession, in accordance with the order in which the names are listed herein.

1. Debra Middlebrook 15 Fish Street, Millerton, NY 12546
2. Christine Bates 57 Barton Street, Millerton, NY 12546
3. Amber Jordan 3 Reservoir Road, Millerton, NY 12546

**That this Resolution is a true and correct copy of the Resolution, as regularly adopted at a legally convened meeting of the Board of Trustees of the Village of Millerton duly held on the 4<sup>th</sup> day of April, and further that such Resolution has been fully recorded in the 2016 Resolution Book in my office. In witness thereof, I have hereunto set my hand this 4<sup>th</sup> day of April 2016.**

MOTION MADE BY: Trustee Sherman  
SECONDED BY: Trustee Middlebrook

- 2016 - 13 Standard Work Day Resolution (Attached)
- 2016 - 14 Standard Work Day Resolution (Attached)

**Other**

Motion made by Trustee Sherman to purchase water leak detection equipment for \$1,000, seconded by Trustee Middlebrook, all four (4) board members in attendance approved and motion was passed.

**Adjourn**

Motion made by Trustee Middlebrook to adjourn the meeting @ 8:20pm, seconded by Trustee Bates, all four (4) board members in attendance approved and motion was passed.

Respectfully Submitted,

Amber Jordan  
Clerk - Treasurer