

Board of Trustees
VILLAGE OF MILLERTON
Workshop Meeting
November 6, 2017

The workshop meeting of the Village of Millerton Board of Trustees was held on Monday, November 6, 2017 at 6:30 PM at the Village Hall, 21 Dutchess Avenue, Millerton, NY 12546 with Mayor Debra Middlebrook presiding. Trustees present: Christine Bates, Jennifer Najdek, Stephen Waite and David Sherman. Also present; Clerk Stephany Eisermann, Treasurer Amber Jordan and Matt Hartzog. (Sign in sheet attached).

North East Fire District Insurance Claim

A letter was received from the North East Fire District stating that the fuel tank located within the fire house was damaged when a village employee backed into it. Mayor Middlebrook explained that a drain needed to be flushed on South Center Street. It has been standard practice that a village employee who is also a member of the Millerton Fire Company be allowed to utilize the fire truck for this purpose. When returning the truck to the fire house, the employee backed into the tank and the tank was damaged. Upon initial discussion with the insurance broker, more information will need to be provided by the fire department; incident report, photographs of damages and invoices. The board agreed that the insurance broker should reach out to the North East Fire District to request this documentation.

North East Fire District Water Billing

Trustee Waite compiled all previous data relating to water charges / agreements with the North East Fire District and put together a very comprehensive report summarizing all the pertinent data. Trustee Waite could not locate any actual water agreements between the Village of Millerton and the North East Fire District but he did explain that letters have been sent to multiple mayors over the years regarding this issue. Upon review, there is nothing in code relating to pipe size. The only rates mentioned are residential rates at one hundred dollars (\$100.00) per quarter and commercial rates at one hundred thirty-five (\$135.00) per quarter. Mayor Middlebrook will reach out to former Mayor John Scuteri and Attorney Ed Downey to see if either of them recall any agreement that will explain the existing water rate for the North East Fire District.

Mayor Middlebrook

- Printer Ink - Highway / Water Supervisor Coleman Lawrence requested to be reimbursed for printer ink. Due to time constraints, he has been performing some administrative duties in the evening at home. The board discussed the possibility of reimbursing employees for pre-approved items.
- DOT Physicals - The board discussed the possibility of amending the personnel policy to reimburse employees for DOT physicals as it is becoming increasingly difficult to find a provider that administers these exams under the insurance policy provided by the Village.
- Meters - The Village Hall is receiving increased correspondence questioning why residents are not being charge for water based on consumption but a flat rate instead. Mayor Middlebrook requested that Trustee Sherman and Trustee Bates research if it is possible to use the existing meters to do this and to please inform the board of the determination at the next workshop meeting.

123 Sharon Road

A resident wrote in about how water is being billed at this location. This request will be discussed at the workshop meeting on December 4, 2017.

Workshop Meeting

Motion made by Trustee Bates to hold a Workshop Meeting on Monday, December 4, 2017 at 6:30 PM, seconded by Trustee Waite, all five (5) members in attendance approved and motion was passed.

Vouchers

Motion made by Trustee Waite to pay Voucher #'s 2018189 – 2018190 in the amounts of:

General Fund \$ 6,422.62

Water Fund \$ 513.31

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

Photo ID Badges – Village of Millerton Staff

Treasurer Jordan explained that she has created Photo ID badges for all of the highway employees since they are periodically on resident's property through the course of their day. She explained that for disaster preparedness, it may be beneficial for all village employees (including board members) to have a badge in case of an emergency in order to gain access to the village if necessary. The board was in agreement.

Treasurer's Report

Motion made by Trustee Sherman to accept the budget adjustments as presented by the Treasurer, seconded by Trustee Bates, all five (5) members in attendance approved and motion was passed. *See Attached*

Minutes

Motion made by Trustee Waite to approve the minutes for the following meetings: 07/16/17, 08/21/17, 09/05/17, 09/18/17, 10/02/17 and 10/16/17 after clarifying with Erin Moore from Tighe & Bond if one (1) year of free program hosting is included within the proposal, seconded by Trustee Bates, all five (5) members in attendance approved and motion was passed.

Committee Reports

Stephen Waite

- Eddie Collins Arch - Trustee Waite drafted a letter for Mayor Middlebrook to sign thanking William Anstett for donating his time to repair the arch at Eddie Collins Park.
- Public Works - Trustee Waite and Supervisor Lawrence discussed surplus items at the highway garage; he will make copies and distribute to the board to discuss at the regular business meeting. There are two purchases that Supervisor Lawrence would like to make that were presented at the last meeting; a close quarters plate compactor and a box blade.

Motion made by Trustee Waite to allow Highway Supervisor / Water Operator Lawrence to purchase a close quarters plate compactor in the amount of seven hundred ninety- nine dollars and ninety-nine cents (\$799.99) and a box blade in the amount of six hundred ninety-nine dollars and ninety-nine cents (\$699.99), seconded by Trustee Bates, all five (5) members in attendance approved and motion was passed.

- Pedestrian Planning - Trustee Waite wanted to remind the board that the Pedestrian Planning Committee will be performing a presentation on November 14th, 2017 at the Library Annex from 6:00PM – 8:00PM for anyone who would like to attend.

Christine Bates

- Ambulance Meeting

Trustee Bates attended the ambulance meeting. Northern Dutchess Paramedics (NDP) provided a breakdown of the calls they have responded to for the previous quarter:

July: twenty-five (25) calls; seventeen (17) town and seven (7) village.

August: eighteen (18) calls; thirteen (13) town and five (5) village.

September: twenty-two calls (22); sixteen (16) town and six (6) village.

It was also mentioned that mutual aid to Pine Plains continues to be challenging but they are working on a resolution.

- Clock Tower

Trustee Waite arranged for the clock repairman, Sean Kane to come and assess the current state of the clock on Friday November 3. Mr. Kane will be providing a proposal by the end of the week for initial cleaning, maintenance, re-cabling of the bell and repair of the strike arm so that the bell can ring on the hour.

Jennifer Najdek

Trustee Najdek stated that she needed all final notes from board members regarding Spring for Sound as soon as possible so that she can compile an e mail and set up a meeting for next week.

Dutchess County Emergency Fuel Program

The administrator for the Dutchess County Emergency Fuel Program reached out to see if the Village of Millerton would continue to be an emergency fuel depot. Mayor Middlebrook and Trustee Najdek volunteered their services so the Village could remain an emergency depot.

Executive Session

Motion made by Trustee Najdek to enter executive session for personnel at 8:08 PM, seconded by Trustee Bates, all five (5) members in attendance approved and motion was passed.

Motion made by Trustee Najdek to exit executive session at 8:50 PM, seconded by Trustee Bates, all five (5) members in attendance approved and motion was passed.

Motion made by Trustee Waite to increase the Treasurer / Deputy Clerk hourly wage from \$21.65 per hour to \$24.00 per hour effective next pay period, seconded by Trustee Bates, all five (5) members in attendance approved and motion was passed.

Adjourn

Motion made by Trustee Najdek to adjourn the meeting at 8:53 PM, seconded by Trustee Sherman, all five (5) members in attendance approved and motion was passed.

Respectfully Submitted,

Stephany Eisermann
Clerk