

# TOWN OF MILAN

Dutchess County, New York

Wilcox Memorial Town Hall  
20 Wilcox Circle, Milan NY 12571



Telephone: 845-758-5133  
[www.milan-ny.gov](http://www.milan-ny.gov)

## AGENDA

(as of March 13, 12:00 pm)

**Monday, March 16, 2026**

AGENDA SUBJECT TO CHANGE

**7:00 pm**

Opening & Pledge of Allegiance.

Correspondence, if any.  
Report from Supervisor Clerk on 2026 community events.

Public comment on agenda items

WORKSHOP: The NYS Smart Climate Smart Communities Program

MOTION: Rock City Bridge-M26, change weight limit change to 10 tons.

MOTION: Award contract for culvert work to Van Etten Contracting, LLC who provided the lowest bid received, \$794,415.

MOTION: Bond for Highway Department truck purchase \$300,000.

MOTION: Revise reimbursable rate per mile to align with the IRS rate published for business for 2026, currently 72.5 cents per mile effective March 1, 2026.

MOTION: to revise the allowable distance between Milan Town Hall and Millbrook bank to 7.6 miles effective March 1, 2026.

Old & New Business

Public comment on non-agenda items

Transfers

Approve bills for payment

Adjourn

MOTION: To ensure public safety and safeguard public infrastructure the Town Board authorizes the Highway Superintendent to post a weight limit of 10 tons on Rock City Bridge-M26. Said posting shall be made in accordance with the requirements of the MUTCD (Manual on Uniform Control Devices), including but not limited to the requirements contained therein with regard to sign design and wording.

March 11, 2026

Town Supervisor Bill Jeffway and Town Board Members  
Town of Milan, Wilcox Memorial Hall  
20 Wilcox Circle  
Milan, New York 12571

**\*\*Via Email\*\***

**RE: Recommendation for Construction Award – Culvert Replacement Bundle Project  
Battenfeld Road and Torre Rock Road  
Town of Milan, Dutchess County, New York  
KC 12-0205**

Dear Supervisor Jeffway and Town Board Members:

This letter is provided in preparation for the Town Board meeting scheduled for Monday, March 16, 2026. The Town of Milan received six bids for the Culvert Replacement Bundle Project, Battenfeld Road and Torre Rock Road on Friday, March 6, 2026.

The low bid was received from Van Etten Contracting, LLC and totals \$794,415.00. A summary of the low bid is attached. A summary of the six bids received is also attached. The low bid is in the range anticipated within our in-house engineering estimates.

We have reviewed the documentation submitted by Van Etten Contracting, LLC. It is responsive to the bidding requirements. I also had a phone conference with Jerry Pascal, Project Manager with Van Etten to discuss the bid received and the construction project. He confirmed that they are comfortable with the scope required for this project, the submitted bid, and construction.

**KC Engineering recommends that the Milan Culvert Replacement Bundle Project, Battenfeld Road and Torre Rock Road, construction contract be awarded to Van Etten Contracting, LLC for the bid amount of \$794,415.00.**

Quickly after the meeting, please have the Town Clerk promptly provide written confirmation of the Town Board decision relating to construction contract award, so that KC Engineering may promptly provide Notice of Award to Van Etten Contracting, LLC.

Questions related to this letter may be directed to me.

Sincerely,



**Nancy A. Clark, P.E.**

Vice President / Director of Engineering  
845- 931-2901  
nclark@kcepc.com

cc via email:

Ingrid Kulick, Town Clerk, Town of Milan  
Jasmin Vazquez, Supervisor's Clerk, Town of Milan  
Glenn Butler, Town Highway Superintendent, Town of Milan  
Jerry Paschal, Project Manager, Van Etten Contracting, LLC  
Bobby Dahit, P.E., Project Engineer, KC Engineering & Land Surveying, P.C.  
Melinda Kwok, EIT, Engineer / Inspector, KC Engineering & Land Surveying, P.C.

Project: Milan Culvert Replacement Bundle Project / Battenfeld Rd & Torre Rock Rd  
 KCE No: 12-0205

 Title: Bid Results - Lowest Bidder  
 Date: March 6, 2026

|          |   |                    |      | <b>Van Ethen Contracting, LLC</b> |                      |
|----------|---|--------------------|------|-----------------------------------|----------------------|
| Item No. | Description   | Estimated Quantity | Unit | Unit Price                        | Total Amount         |
| 1        | Mobilization / Demobilization   | 1                  | LS   | \$ 22,750.00                      | \$ 22,750.00         |
| 2        | Clearing and Grubbing   | 1                  | LS   | \$ 2,950.00                       | \$ 2,950.00          |
| 3        | Maintenance and Protection of Traffic   | 1                  | LS   | \$ 23,750.00                      | \$ 23,750.00         |
| 4        | Erosion & Sediment Control  | 1                  | LS   | \$ 8,850.00                       | \$ 8,850.00          |
| 5        | Rock Excavation   | 20                 | CY   | \$ 150.00                         | \$ 3,000.00          |
| 6        | Aluminum Box Culvert including concrete footing, headwalls, wingwalls, and rip-rap inlet and outlet protections | 1                  | LS   | \$ 242,800.00                     | \$ 242,800.00        |
| 7        | Precast Concrete Box Culvert including headwalls, wingwalls, and rip-rap inlet and outlet protections           | 1                  | LS   | \$ 263,300.00                     | \$ 263,300.00        |
| 8        | Temporary Stabilized Construction Entrance and Site Access  | 1                  | LS   | \$ 3,500.00                       | \$ 3,500.00          |
| 9        | Temporary Bypass Pumping  | 1                  | LS   | \$ 24,950.00                      | \$ 24,950.00         |
| 10       | Guide Rail Installation   | 535                | LF   | \$ 61.00                          | \$ 32,635.00         |
| 11       | Battenfeld Road, Pavement Restoration   | 280                | SY   | \$ 86.00                          | \$ 24,080.00         |
| 12       | Torre Rock Road, Regrading and Pavement Restoration   | 1                  | LS   | \$ 77,150.00                      | \$ 77,150.00         |
| 13       |   |                    |      |                                   |                      |
| 14       | Foundation Stone  | 50                 | CY   | \$ 67.00                          | \$ 3,350.00          |
| 15       | Landscape, Stream Channel, and Miscellaneous Restoration  | 1                  | LS   | \$ 11,350.00                      | \$ 11,350.00         |
| 16       | Allowances  | 1                  | LS   | \$ 50,000.00                      | \$ 50,000.00         |
|          |   |                    |      | <b>Total =</b>                    | <b>\$ 794,415.00</b> |

Project: **Milan Culvert Replacement Bundle Project /  
Battenfeld Rd & Torre Rock Rd**

KCE No: 12-0205

 Title: **Bid Results**

Date: March 6, 2026

| Item No. | Description   | Est Quantity | Unit | Van Effen Contracting, LLC |                      | Arold Construction Co. |                        | T&A Construction, Inc. |                        | Sun Up Construction Corp. |                        | Town+County+Bridge+Rail |                        | Thomas Gleason, Inc. |                        |
|----------|---|--------------|------|----------------------------|----------------------|------------------------|------------------------|------------------------|------------------------|---------------------------|------------------------|-------------------------|------------------------|----------------------|------------------------|
|          |   |              |      | Unit Price                 | Total Amount         | Unit Price             | Total Amount           | Unit Price             | Total Amount           | Unit Price                | Total Amount           | Unit Price              | Total Amount           | Unit Price           | Total Amount           |
| 1        | Mobilization / Demobilization   | 1            | LS   | \$ 22,750.00               | \$ 22,750.00         | \$ 75,000.00           | \$ 75,000.00           | \$ 60,000.00           | \$ 60,000.00           | \$ 30,000.00              | \$ 30,000.00           | \$ 63,395.00            | \$ 63,395.00           | \$ 75,343.00         | \$ 75,343.00           |
| 2        | Clearing and Grubbing   | 1            | LS   | \$ 2,950.00                | \$ 2,950.00          | \$ 42,500.00           | \$ 42,500.00           | \$ 40,000.00           | \$ 40,000.00           | \$ 30,000.00              | \$ 30,000.00           | \$ 50,000.00            | \$ 50,000.00           | \$ 42,196.00         | \$ 42,196.00           |
| 3        | Maintenance and Protection of Traffic   | 1            | LS   | \$ 23,750.00               | \$ 23,750.00         | \$ 65,000.00           | \$ 65,000.00           | \$ 40,000.00           | \$ 40,000.00           | \$ 100,000.00             | \$ 100,000.00          | \$ 29,000.00            | \$ 29,000.00           | \$ 70,908.00         | \$ 70,908.00           |
| 4        | Erosion & Sediment Control  | 1            | LS   | \$ 8,850.00                | \$ 8,850.00          | \$ 46,500.00           | \$ 46,500.00           | \$ 25,000.00           | \$ 25,000.00           | \$ 25,000.00              | \$ 25,000.00           | \$ 57,000.00            | \$ 57,000.00           | \$ 185,944.00        | \$ 185,944.00          |
| 5        | Rock Excavation   | 20           | CY   | \$ 150.00                  | \$ 3,000.00          | \$ 150.00              | \$ 3,000.00            | \$ 300.00              | \$ 6,000.00            | \$ 500.00                 | \$ 10,000.00           | \$ 10,000.00            | \$ 200,000.00          | \$ 250.00            | \$ 5,000.00            |
| 6        | Aluminum Box Culvert including concrete footing, headwalls, wingwalls, and rip-rap inlet and outlet protections | 1            | LS   | \$ 242,800.00              | \$ 242,800.00        | \$ 274,340.00          | \$ 274,340.00          | \$ 344,400.00          | \$ 344,400.00          | \$ 574,945.00             | \$ 574,945.00          | \$ 301,427.00           | \$ 301,427.00          | \$ 388,015.00        | \$ 388,015.00          |
| 7        | Precast Concrete Box Culvert including headwalls, wingwalls, and rip-rap inlet and outlet protections           | 1            | LS   | \$ 263,300.00              | \$ 263,300.00        | \$ 295,105.00          | \$ 295,105.00          | \$ 346,600.00          | \$ 346,600.00          | \$ 700,000.00             | \$ 700,000.00          | \$ 442,509.00           | \$ 442,509.00          | \$ 446,589.00        | \$ 446,589.00          |
| 8        | Temporary Stabilized Construction Entrance and Site Access  | 1            | LS   | \$ 3,500.00                | \$ 3,500.00          | \$ 10,500.00           | \$ 10,500.00           | \$ 10,000.00           | \$ 10,000.00           | \$ 40,000.00              | \$ 40,000.00           | \$ 16,000.00            | \$ 16,000.00           | \$ 18,541.00         | \$ 18,541.00           |
| 9        | Temporary Bypass Pumping  | 1            | LS   | \$ 24,950.00               | \$ 24,950.00         | \$ 65,000.00           | \$ 65,000.00           | \$ 75,000.00           | \$ 75,000.00           | \$ 50,000.00              | \$ 50,000.00           | \$ 80,000.00            | \$ 80,000.00           | \$ 40,878.00         | \$ 40,878.00           |
| 10       | Guide Rail Installation   | 535          | LF   | \$ 61.00                   | \$ 32,635.00         | \$ 75.70               | \$ 40,499.50           | \$ 65.00               | \$ 34,775.00           | \$ 73.00                  | \$ 39,055.00           | \$ 74.00                | \$ 39,590.00           | \$ 172.00            | \$ 92,020.00           |
| 11       | Battenfeld Road, Pavement Restoration   | 280          | SY   | \$ 86.00                   | \$ 24,080.00         | \$ 255.00              | \$ 71,400.00           | \$ 200.00              | \$ 56,000.00           | \$ 100.00                 | \$ 28,000.00           | \$ 750.00               | \$ 210,000.00          | \$ 341.00            | \$ 95,480.00           |
| 12       | Torre Rock Road, Regrading and Pavement Restoration   | 1            | LS   | \$ 77,150.00               | \$ 77,150.00         | \$ 95,455.50           | \$ 95,455.50           | \$ 110,000.00          | \$ 110,000.00          | \$ 52,500.00              | \$ 52,500.00           | \$ 200,000.00           | \$ 200,000.00          | \$ 252,269.00        | \$ 252,269.00          |
| 13       |   |              |      |                            |                      |                        |                        |                        |                        |                           |                        |                         |                        |                      |                        |
| 14       | Foundation Stone  | 50           | CY   | \$ 67.00                   | \$ 3,350.00          | \$ 100.00              | \$ 5,000.00            | \$ 200.00              | \$ 10,000.00           | \$ 100.00                 | \$ 5,000.00            | \$ 720.00               | \$ 36,000.00           | \$ 534.68            | \$ 26,734.00           |
| 15       | Landscape, Stream Channel, and Miscellaneous Restoration  | 1            | LS   | \$ 11,350.00               | \$ 11,350.00         | \$ 63,200.00           | \$ 63,200.00           | \$ 75,000.00           | \$ 75,000.00           | \$ 40,000.00              | \$ 40,000.00           | \$ 50,000.00            | \$ 50,000.00           | \$ 67,012.00         | \$ 67,012.00           |
| 16       | Allowances  | 1            | LS   | \$ 50,000.00               | \$ 50,000.00         | \$ 50,000.00           | \$ 50,000.00           | \$ 50,000.00           | \$ 50,000.00           | \$ 50,000.00              | \$ 50,000.00           | \$ 50,000.00            | \$ 50,000.00           | \$ 50,000.00         | \$ 50,000.00           |
|          |   |              |      | <b>Total =</b>             | <b>\$ 794,415.00</b> | <b>Total =</b>         | <b>\$ 1,202,500.00</b> | <b>Total =</b>         | <b>\$ 1,282,775.00</b> | <b>Total =</b>            | <b>\$ 1,774,500.00</b> | <b>Total =</b>          | <b>\$ 1,824,921.00</b> | <b>Total =</b>       | <b>\$ 1,856,929.00</b> |



HAWKINS DELAFIELD & WOOD LLP  
140 BROADWAY, NEW YORK, NY 10005  
(212) 820-9300 | HAWKINS.COM

(212) 820-9620

March 12, 2026

Town of Milan, New York  
Bond Resolution for Acquisition of Truck  
(Our File Designation: 6724/48839)

Ingrid Kulick  
Town Clerk  
Town of Milan  
Wilcox Memorial Town Hall  
20 Wilcox Circle  
Milan, New York 12571

Dear Ingrid:

Pursuant to the request of Supervisor Bill Jeffway, I have prepared the attached Extract of Minutes of the Town Board meeting held on March 16, 2026. The Extract reflects the adoption of the above-referenced bond resolution. Please note that the bond resolution is to be adopted by at least a two-thirds vote of the entire membership of the Town Board, without taking into consideration any temporary vacancies. Therefore, four votes are required for adoption.

**Please note that the period of probable usefulness of the project has been limited to 5 years and as a result this bond resolution is NOT subject to permissive referendum.**

Also enclosed is a summary of the bond resolution with the prescribed form of Clerk’s statutory notice affixed in readiness for publication in the official Town newspaper. As you know, publication of the bond resolution, in summary, commences a 20-day statute of limitations period pursuant to the provisions of Section 80.00 et seq. of the Local Finance Law.

Please obtain and forward to me a certified copy of the Extract of Minutes and an original Affidavit of Publication, when available.

With best regards, I am

Sincerely yours,

William J. Jackson

WJJ/cg  
Enclosures

EXTRACT OF MINUTES

Meeting of the Town Board of the

Town of Milan, in the

County of Dutchess, New York

March 16, 2026

\* \* \*

A regular meeting of the Town Board of the Town of Milan, in the County of Dutchess, New York, was held at the Town Hall, 20 Wilcox Circle, Milan, New York, on March 16, 2026.

There were present: Bill Jeffway, Supervisor; and  
Boardmembers:

There were absent:

Also present: Ingrid Kulick, Town Clerk

\* \* \*

\_\_\_\_\_ offered the following resolution and moved its adoption:

BOND RESOLUTION OF THE TOWN OF MILAN, NEW YORK, ADOPTED MARCH 16, 2026, AUTHORIZING THE ACQUISITION OF A TRUCK FOR USE BY THE HIGHWAY DEPARTMENT, STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$300,000, APPROPRIATING SAID AMOUNT FOR SUCH PURPOSE, INCLUDING THE APPROPRIATION OF \$15,000 FROM THE “HIGHWAY EQUIPMENT RESERVE FUND,” AND AUTHORIZING THE ISSUANCE OF \$285,000 SERIAL BONDS OF SAID TOWN TO FINANCE THE BALANCE OF SAID APPROPRIATION

THE TOWN BOARD OF THE TOWN OF MILAN, IN THE COUNTY OF DUTCHESS, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Town Board) AS FOLLOWS:

Section 1. The Town of Milan, in the County of Dutchess, New York (herein called the “Town”), is hereby authorized to acquire a truck for use by the Highway Department. The estimated maximum cost thereof, including preliminary costs and costs incidental thereto and the financing thereof, is \$300,000 and said amount is hereby appropriated for such purpose, including an appropriation of \$15,000 from the existing capital reserve fund entitled “Highway Equipment Reserve Fund”. The plan of financing includes the expenditure of \$15,000 from the “Highway Equipment Reserve Fund” to pay a part of said appropriation, the issuance of

\$285,000 serial bonds to finance the balance of said appropriation and the levy and collection of taxes to pay the principal of said bonds and the interest thereon.

Section 2. Serial bonds of the Town in the principal amount of \$285,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called the “Law”), to finance a portion of said appropriation.

Section 3. The following additional matters are hereby determined and declared:

(a) The period of probable usefulness applicable to the object or purpose for which said bonds are authorized to be issued, within the limitations of Sections 11.00 a. 28 of the Law, is fifteen (15) years; however, the bonds authorized pursuant to this resolution and any bond anticipation notes issued in anticipation of the sale of said bonds, shall mature no later than five (5) years after the date of original issuance of said bonds or notes.

(b) The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the Town for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

(c) The proposed maturity of the bonds authorized by this resolution will not exceed five (5) years.

Section 4. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation of the sale of said bonds shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds and any notes issued in

anticipation of said bonds shall be general obligations of the Town, payable as to both principal and interest by general tax upon all the taxable real property within the Town. The faith and credit of the Town are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds and provision shall be made annually in the budget of the Town by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 5. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and Section 50.00 and Sections 56.00 to 60.00 and Section 168.00 of the Law, the powers and duties of the Town Board relative to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, and as to the execution of agreements for credit enhancements, are hereby delegated to the Supervisor, the chief fiscal officer of the Town.

Section 6. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the Town is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

- (c) such obligations are authorized in violation of the provisions of the constitution.

Section 7. This bond resolution shall take effect immediately, and the Town Clerk is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by Section 81.00 of the Law in one of the official newspapers of the Town, and hereby designated the official newspaper of said Town for such publication.

\* \* \*

The adoption of the foregoing resolution was seconded by

\_\_\_\_\_ and duly put to a vote on roll call, which resulted as

follows:

AYES:

NOES:

The resolution was declared adopted.

\*\*\*\*\*

CERTIFICATE

I, INGRID KULICK, Town Clerk of the Town of Milan, in the County of Dutchess, State of New York, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the Town Board of said Town of Milan duly called and held on March 16, 2026, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said Town Board and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to the subject matters referred to in said extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the  
corporate seal of said Town of Milan this \_\_\_\_\_ day  
of March, 2026.

(SEAL)

\_\_\_\_\_  
Town Clerk

LEGAL NOTICE

The resolution, a summary of which is published herewith, has been adopted on March 16, 2026, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the Town of Milan, in the County of Dutchess, New York, is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this Notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the publication of this Notice, or such obligations were authorized in violation of the provisions of the constitution.

INGRID KULICK  
Town Clerk

BOND RESOLUTION OF THE TOWN OF MILAN, NEW YORK, ADOPTED MARCH 16, 2026, AUTHORIZING THE ACQUISITION OF A TRUCK FOR USE BY THE HIGHWAY DEPARTMENT, STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$300,000, APPROPRIATING SAID AMOUNT FOR SUCH PURPOSE, INCLUDING THE APPROPRIATION OF \$15,000 FROM THE "HIGHWAY EQUIPMENT RESERVE FUND," AND AUTHORIZING THE ISSUANCE OF \$285,000 SERIAL BONDS OF SAID TOWN TO FINANCE THE BALANCE OF SAID APPROPRIATION

The object or purpose for which the bond are authorized is the acquisition of a truck for use by the Highway Department, at the estimated maximum cost of \$300,000. The plan of financing includes the expenditure of \$15,000 from the "Highway Equipment Reserve Fund" to pay a part of the cost of the truck and the issuance of \$285,000 serial bonds of the Town to finance the balance of the cost of the truck.

The amount of obligations to be issued is \$285,000.

The period of probable usefulness applicable to the object or purpose for which said bonds are authorized is fifteen (15) years; however, the bonds authorized pursuant to this resolution and any bond anticipation notes issued in anticipation of the sale of said bonds, shall mature no later than five (5) years after the date of original issuance of said bonds or notes.

A complete copy of the bond resolution summarized above shall be available for public inspection during normal business hours at the office of the Town Clerk, Town of Milan, 20 Wilcox Circle, Milan, New York.

March 16, 2026