

SPECIAL MEETING  
OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HIGHLAND FALLS  
February 15, 2017

A special meeting of the Board of Trustees of the Village of Highland Falls was held in Village Hall, 303 Main Street, Highland Falls, New York on February 15, 2017.

The purpose of the meeting was to hold the first budget workshop for FY 2017-2018

The meeting was called to order by Deputy Mayor Mellon at 7:09 P.M.

Members present were:

Trustee Brian Aylward  
Trustee Robert Mellon  
Trustee Barbara Murphy

Members absent were:

Mayor Patrick Flynn  
Trustee Anthony Farina

Also present were:

Village Clerk, Regina M. Taylor  
Village Treasurer, Edward Magryta  
Community members, James Ramus, 29 Liberty Street & Barbara Mennite, 11 Locust Street

The Treasurer reported to the Village Board that the Chief Wastewater Treatment Plant Operator had some papers that needed to be signed by a Village authority and returned to the NYSDEC in order that paperwork could be filed to the NYSDEC electronically by the Operators of the plant.

Trustee Murphy motioned to authorize the Deputy Mayor to sign the necessary paperwork to enable the Wastewater Treatment Plant Operators to submit reports to the NYSDEC electronically.

The motion was seconded by Trustee Aylward and unanimously carried.

Deputy Mellon turned the meeting over to Village Treasurer and Budget Officer, Ed Magryta.

Mr. Magryta explained that this year's tax cap is at 1% for the Village. Mr. Magryta stated that the Tentative Budget is due to the Village Clerk by March 20<sup>th</sup> and that no changes can be made to this document until after the public hearing which is tentatively scheduled for April 3<sup>rd</sup>. Mr. Magryta reminded the Village Board that a final budget needs to be adopted by May 1<sup>st</sup> and that he has tentatively set April 17<sup>th</sup> for an adoption date.

Mr. Magryta explained that his role is to prepare and facilitate the budget. Mr. Magryta reported that the Village is in good shape as has seen increases to the fund balances across the board.

Mr. Magryta gave an overview to the Village Board of where the Village currently stands and reviewed the most recent revenue/expense report for each fund. Mr. Magryta pointed out the Village has managed to reduce short debt by approximately 1.28 million and long term debt by 2.1 million. Mr. Magryta also praised the Board for starting dedicated reserve funds that now have healthy balances in them. There was some discussion on starting a vehicle reserve for the DPW. The Treasurer responded that he would look into it.

In regard to the Water Fund, Mr. Magryta pointed out that Village meter sales are a little lower than projected but Town meter sales have increased so overall the fund is on par with budget projections. In regard to the Sewer Fund, Mr. Magryta pointed out that meter sales are lower than projected and questioned whether the car wash using a reclamation system and South Post's ongoing renovations have caused the decrease. Mr. Magryta stated that expenses have been down so overall the fund is operating in a positive direction.

Mr. Magryta stated that he would like to see the department heads continue to keep austerity budgets. Mr. Magryta summarized by stating debts are going down, fund balances are going up and reserves funds are increasing.

Trustee Aylward commented that he would like to see department heads set up fiscal goals for 2017- 2018.

Trustee Mellon reported that he would talk with the Chief Wastewater Treatment Plant Operator about projects for the plant and try to get an idea on costs. Trustee Mellon commented that the Village Hall has some repairs to be done and would like to see that reserve fund increase.

Trustee Murphy motioned to enter executive session to discuss contract negotiations. The motion was seconded by Trustee Aylward and unanimously carried.

The Board entered executive session at 8:29P.M.

Trustee Murphy motioned out of executive session. The motion was seconded by Trustee Aylward and unanimously carried. No action was taken.

The Special meeting reconvened at 9:25P.M.

Trustee Aylward made a motion to adjourn. The motion was seconded by Trustee Murphy and unanimously carried.

The meeting closed at 9:25P.M.

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Regina M. Taylor, Village Clerk