

SPECIAL MEETING  
OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF HIGHLAND FALLS

February 24, 2011

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 24, 2011.

The Meeting was called to order by Mayor D'Onofrio at 6:30 P.M.

Members present were:

Mayor Joseph E. D'Onofrio  
Trustee Harold Brown  
Trustee James DiSalvo  
Trustee June L. Gunza  
Trustee Joseph McCormick

Also present were:

Village Clerk, Regina M. Taylor  
Treasurer, Ralph J. Walters  
Street Superintendent, Gary Boyce  
Chief Water Plant Operator, Kevin Hurst  
Fire Chief, Erik Smith  
2<sup>nd</sup> Assistant Chief, John Rush  
Village Resident - Ray Deveraux- 48 Ondaora Pkwy

The Mayor opened the meeting by asking the Board for permission to request the Chief's list from Civil Service. Trustee McCormick motioned that the Mayor request the civil service Police Chief A list. The motion was seconded by Trustee Brown and unanimously carried.

Village Treasurer, Ralph Walters presented the Board members with the Requested 2011-2012 Budget and explained that the numbers shown were taken from the requested budgets of the department heads and what they believe their contractual expenses will be based on actual spending to date and last year's expenses.

Mr. Walters reported that the Requested Budget, as it stands, would result in a 3.33% rate increase from last year. He reported that a couple of large equipment requests include a backhoe for the DPW and a Police Car for the Police Department.

Mr. Walters also commented that he had appropriated surplus to all the funds and this number could change before the budget is adopted, based on future budget workshops. The Treasurer commented that he felt the amount of surplus appropriated could remain the same if we stay within this year's current budget.

Mr. Walters told the Board that currently, we are looking at increases to both the water and sewer rates based on work that we know needs to be done in both these areas. The amounts of increases are not yet known.

Village Street Superintendent, Gary Boyce, presented his 2011-2012 Requested Budget to the Board for review. Discussion was held on a new backhoe being needed and that the mowing contract should be reviewed before bids go out, to include other areas.

Mr. Walters asked if anything could be removed from the repair line if a new backhoe is purchased. Mr. Boyce said that \$3000 could be removed from the loader and backhoe line. Mr. Boyce also said that the two large trucks are the next vehicles the Board should be prepared to replace.

The Village Treasurer reminded the Board that Mr. Boyce does not do any requests for labor. Mr. Walters commented that he included a 2% increase to all the employees under the Street Department, based on the Supervisors contract of a 2% increase, since the DPWEA is currently negotiating a new contract. Mr. Walters also reported that Mr. Barnes' salary was included, as he will be returning from active duty within the next few months, and he also built in 2% increases for the two part-time positions in the Street Department. Mr. Walters reported that he used the actual expended to date information to formulate his overtime numbers for the full time employees. Based on what has been expended to date from the snow budget, he kept the number the same as from last year.

Trustee McCormick asked Mr. Boyce if he thinks there is enough money in the cold patch and asphalt line to make the necessary repairs after this harsh winter. Mr. Boyce said yes. He also said the first project for the DPW this spring will be potholes, barring any major problems surfacing. Trustee McCormick also asked about the amount requested for gasoline and diesel fuel and Mr. Boyce replied that as long as things stay the same or remain under \$4/gal, we should be good.

The Board thanked Mr. Boyce for submitting a conscientious budget. No action taken.

Chief Water Plant Operator, Kevin Hurst, presented his 2011-2012 Requested Budget to the Board for review.

Discussion was held on staffing in the Water Plant and equipment purchases that Mr. Hurst has requested and replacement of some hydrants that the department would like to have done this year.

Mr. Walters reiterated to the Board that he included a 2% increase in labor costs for Mr. Hurst based on the Supervisor's contract and also built in 2% raises for Mr. Sibley and the part time employee..

The Board thanked Kevin for his work on this budget. No action was taken at this time.

Fire Chief Erik Smith presented his 2011-2012 Requested Budget to the Board for review. Before he began, Mr. Walters reminded the Board that the Chief has no control over the workers compensation insurance or truck room rent that is paid. Mr. Walters used the amount negotiated for the rent and budgeted workers compensation based on an estimate received in December.

Fire Chief Smith reported to the Board that he looked very closely at the department's expenses to date and budgeted accordingly. He reminded the Board that the department is regulated in certain areas by OSHA and NAPA and they must be compliant in these areas. This affects the safety of the volunteers and Village residents. He reported that there is a slight decrease in the requested budget from the 2010-2011 that was adopted. The Board thanked the Chief for presenting a conscientious budget. No action taken.

Discussion was held on water and sewer rates and ways to increase revenues. Discussion also held on recent borrowings that the Village will need to address in the budget.

A motion was made by Trustee Gunza to adjourn. The motion was seconded by Trustee DiSalvo and unanimously carried.

The meeting closed at 8:05 P.M.

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Regina M. Taylor, Village Clerk