

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

February 19, 2014

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 19, 2014.

The Meeting was called to order by Mayor Flynn at 7:06 P.M.

Members present were:

Mayor Patrick Flynn
Trustee Anthony Farina
Trustee Robert Mellon
Trustee Barbara Murphy

Member Absent was:

Trustee Harold Brown

Also present were:

Village Clerk, Regina M. Taylor
Village Treasurer, Edward Magryta
News of the Highlands Editor, Mary Jane Pitt
Village Residents: Sandra Capriglione- 26 Kings Rd., James Ramus- 31 Liberty St.

The purpose of the meeting was to hold the first Budget Workshop for FY 2014-2015.

Village Treasurer, Ed Magryta presented the Village Board with a publication issued by the State Comptroller's Office entitled "Understanding the Budget Process". Mr. Magryta expressed to the Board that he would be looking for guidance from them for the structure of the budget. Mr. Magryta explained that the spreadsheets prepared for the budget sessions would look different than the previous budget years. Mr. Magryta explained that his goal was to use the KVS budget module next year and in the future.

The majority of the meeting was spent on reviewing the "Understanding the Budget Process" publication and answering any questions the Board members might have about the process.

Treasurer Magryta informed the Board that he would like to see the budget process as a "push" to the Department Heads to defend their numbers, and not a "pull" the information out of the Department Heads.

Discussion was held among several topics that included:

- a. the importance of staying within the 2% tax cap, not only for Village taxpayers but because of the Governor's recently announced incentives for local governments that do stay below the cap,
- b. Prosecutorial services and expectations of revenue from the attorney hired for this service,
- c. expenses for Village Attorney to include attendance at meetings
- d. Engineer to save when possible with specialists rather than generalists
- e. expectation of insurance premiums to increase because of flood insurance proceeds this past year
- f. raising contingency funds so Board is aware of spending
- g. salaries and contract settlements
- h. snow removal and use of Contractors
- i. additional Fire Department lease responsibilities
- j. providing funds for the Senior Center
- k. health insurance and possibly adding additional provider
- l. the bond schedule
- m. officially setting up reserve accounts

Treasurer Magryta recommended to the Board that water rates and delineation between residential and commercial be established to aid in meter sales revenue.

Board comments included:

- a. trying to find revenue stream from West Point, for example, privatization of facilities such as the Hotel Thayer or allowing civilians to utilize recreational activities, should apply sales tax to utilization.
- b. meeting with the Superintendent and Garrison Commander to discuss these situations
- c. preparation of 5 year plans for infrastructure needs with anticipated costs and funding

Trustee Murphy motioned to enter executive session to discuss financial matters related to Contracts and asked the Clerk and Treasurer to remain.

The motion was seconded by Trustee Farina and unanimously carried.

The Board entered executive session at 9:27 P.M.

Trustee Murphy motioned to come out of executive session. The motion was seconded by Trustee Farina and unanimously carried. The Special Meeting reconvened at 10:30 P.M.

Trustee Murphy motioned to adjourn. The motion was seconded by Trustee Farina and unanimously carried.

The meeting closed at 10:30 P.M.

Regina M. Taylor, Village Clerk