

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

February 23, 2015

A special meeting of the Board of Trustees of the Village of Highland Falls was held at the Village Hall, 303 Main Street, Highland Falls, NY on February 23, 2015.

The Meeting was called to order by Mayor Flynn at 7:07 P.M.

Members present were:

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

Members Absent were:

Trustee Harold Brown

Also present were:

Village Clerk, Regina M. Taylor
Village Treasurer, Edward Magryta
Chief Waste Water Treatment Plant Operator, John Jones
Chief Water Plant Operator & Interm Street Superintendent, Kevin Hurst

The purpose of the meeting was to hold the second Budget Workshop for FY 2015-2016.

Treasurer Magryta presented to the Board a requested budget (version A) that is populated with Department Head requests and some known items from previous years. The Treasurer pointed out that the Treasurer and Budget Officer are now separate line items.

Chief Waste Water Treatment Plant Operator John Jones presented his requested budget to the Village Board. Mr. Jones pointed out that the total budget line for G8120 has increased by \$1,000.00 over last year. Mr. Jones pointed out some decreases in his G8130.4 contractual budget line. Mr. Jones commented that the department using a contractor as opposed to in-house hauling of sludge has resulted in some savings therefore he cut back on the sludge disposal fees for FY 15-16. Mr. Jones also mentioned that oil prices have declined therefore he has cut back a little on the fuel expense request. Mr. Jones pointed out that the amount of sodium bicarbonate has declined because of improvements made to the infrastructure. Mr. Jones commented that the major upgrades to the equipment in the Plant are starting to show savings.

Mr. Jones requested the following equipment in his G8130.2 line item : a non-potable water system, digester sludge recirculation pump and a chlorinators. The total requested is \$60,962.00. Mr. Jones informed the Board that a long range project would be to install a methane furnace. Mr. Jones commented that the cost is approximately \$120,000.00, but in the long run, it will show a savings in the cost of operations. Mr. Jones responded that the chlorinator is his priority of equipment requests.

Mr. Jones reported that he has been working hard to reduce the overtime hours in the plant and that he has reduced his own overtime by 118 hrs.

Trustee Mellon questioned how much fund balance there should be in the sewer fund. The Treasurer responded that the Board needs to make that determination. He clarified that the State doesn't give a definite number, but that it should be reasonable. There was some discussion on replacement of aging sewer lines and working on a capital plan for this. Mayor Flynn commented that he would like to see money being put away now towards the replacement of pipes.

Mayor Flynn commented that a goal of the Village Board is to eliminate scheduled overtime for both the water and sewer departments and that the Board will be looking at creating part-time positions to accomplish this. The Mayor also asked Mr. Jones to check with the Town and West Point on how they remove sludge and grit and to see if there is an opportunity to share services in this endeavor.

The Board thanked Mr. Jones for his presentation. No Board action was taken.

Chief Water Treatment Plant Operator and Interim Street Superintendent, Kevin Hurst, presented his requested budgets to the Village Board.

Mr. Hurst requested \$10,000 to install telemetering cable from the Water Plant to the storage tanks, that will enable monitoring of the tanks from the plant. Mr. Hurst commented that this had been removed in last year's request and it is still something that would benefit the department. Mr. Hurst agreed to remove \$30,000.00 for a new vehicle and add \$10,000.00 to the vehicle reserve fund for a possible purchase next year. Mr. Hurst commented that a priority of the department would be to replace the main in Ondaora Park.

Treasurer Magryta recommended to the Village Board that they approach the School Board about relief of the Bog Meadow tax bill. Mr. Magryta pointed out to Board that overtime in the Water Department is way over budget at this juncture in the fiscal year and would like guidance on what to anticipate for next year. The Treasurer commented on the water meters and becoming more proactive about fixing broken meters and investigating those that show no usage one. The Treasurer suggested the department could do a reading once a month and review the report for meters to be fixed more timely. The Treasurer stressed the potential revenue being lost by not fixing meters. Mr. Hurst agreed that a monthly review is something the department could do.

The Village Board asked the Treasurer to add a line for engineering in the water department, similar to sewer, so that future projects can be identified and estimated costs can be determined. Mayor Flynn commented that scheduled overtime in the department is something the Board is looking to eliminate with possible part-time positions. The Mayor requested a report of the breakdown of overtime hours in the department.

Mr. Hurst's requests in the DPW budget include a road cutting saw for \$15,000.00, a small tractor for sidewalk snow removal for \$15,000.00, new tires for the front loader for \$6,000.00. Mr. Hurst also reported that sidewalks show an increase because all street signs need replacement because the size of the lettering is required to be larger and there are curb cuts needed in a few crosswalks to make them ADA compliant. Mr. Hurst recommended the something be put into the Refuse and Garbage line this year to take care of tire and rubbish removal that the leave composting area will not accept.

The Village Board asked Mr. Magryta to put \$3,500.00 in the A8160.04 Refuse and Garbage contractual Line.

The Board thanked Mr. Hurst for his work on both budgets.

Trustee Murphy motioned to enter executive session to discuss a specific individual in a personnel matter. The motion was seconded by Trustee Mellon and unanimously carried.

The Board entered executive session at 9:46p.m.

Trustee Murphy motioned out of executive session. The motion was seconded by Trustee Mellon and unanimously carried.

The special meeting reconvened at 9:54p.m. No Board action was taken

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

The meeting closed at 9:54p.m.

Regina M. Taylor, Village Clerk