

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

March 17, 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 March 17, 2015.

The Special Meeting opened at 7:14 P.M.

Members present were:

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

Also present were:

Village Clerk, Regina M. Taylor
Village Treasurer, Edward Magryta

The purpose of the meeting was to hold the eighth Budget Workshop for FY 2015-2016 and for Treasurer Magryta to gather the final information from the Board before the Tentative Budget is turned into the Village Clerk by March 20th.

Trustee Murphy motioned to enter executive session to discuss contractual matters. The motion was seconded by Trustee Mellon and unanimously carried.

The Board entered executive session at 7:14PM.

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

The special meeting reconvened at 7:27PM.

Treasurer Magryta stated that each Board member was given a copy of a rough tentative budget to go over for final preparation of the Tentative Budget that needs to be turned into the Clerk on or before, Friday, March 20th. He explained that raises had been backed out of the Police salary lines, but longevity was factored in, if applicable. The Treasurer stated that the budget is pretty much done except for the determination of compensation. He explained that the budget can still be adjusted after the public hearing on the Tentative Budget, but stated he would like this to be as close to the final product as possible. Treasurer Magryta explained that the tax rate shown of \$9.91 is in the ball park, but probably will need to be between \$8.50 and \$9.50 to stay within the tax cap and right now the budget is subsidize with over \$300,000 of fund balance. The Treasurer stated he would like to see that drop to between \$200,000 and \$300,000. The Treasurer explained to the Board that after comments from the public hearing, they may want to lower the contribution from fund balance.

Treasurer Magryta explained to the Board that there is some provisions from last year's budget that wasn't used for calculation of the tax cap and could be used this year, however, he doesn't recommend it because if there is any error in calculation it could result in inadvertently going over the tax cap limit. The Treasurer explained that he prefers to have that little cushion.

Trustee Murphy reminded the Treasurer that funds need to be in the budget to support any grant awards that require matching funds or reimbursement costs. The Treasurer explained that he did increase the amount of contingency and that should help in this area.

The Treasurer reviewed the General Fund revenues and expenses with the Board and reminded them that most of the revenue comes from property taxes collected which are based on the assessment roll and the other revenues were populated based on past numbers and current trending. The Treasurer informed the Board that he did increase the Interfund Transfer to \$70,000 which will be funded from the Water and Sewer Funds sharing in the cost of general liability and insurance costs, as well as IT support.

The Treasurer reminded the Board that 3 hours per week had been added to the responsibility of the Treasurer and that the positions of Budget Officer and Assistant Treasurer had been taken out of the Treasurer's line and given their own lines. The Treasurer pointed out that the audit line will stay the same as the auditors indicated their fee would not increase for next year's audit. The Treasurer explained that the Treasurer's and Clerk's contractual lines decreased slightly because a new IT line was established. The Treasurer explained an increase to the Attorney line was needed because of labor issues and possibly upcoming contract negotiations. He explained that outstanding tax certioraris are the reason Judgements and Claims is increased slightly. The Treasurer explained the Fire Department lines are up approximately \$35,000 and the Board did not make any adjustments to this point.

The Treasurer recommended that trucks be charged to special districts, especially multi-purpose vehicles. He recommends more activity based costing be done because of tax cap requirements.

The Treasurer reviewed the Water and Sewer Funds and explained that revenue is up in the water fund because the Board did a rate increase. The Treasurer recommended that the Board approach the School Board to get the tax on Bog Meadow relieved. The Treasurer stated that he would like to reduce the debt in the water and sewer funds more aggressively if current trending of increased revenue continues.

The Treasurer asked the Board for guidance on any raises they want to budget for. The Board agreed that 2% for all administrative and non- union employees would be fair. The Board did not provide a raise for non-settled contracts.

The Treasurer stated he would make these final adjustments and have a Tentative Budget into the Clerk on Friday, March 20th. He reminded the Board that changes can be made after the public hearing which is scheduled for April 6th.

Trustee Farina motioned to executive session to discuss a contractual matter. The motion was seconded by Trustee Murphy and unanimously carried.

The Board entered executive session at 8:49P.M.

Trustee Murphy motioned out of executive session. The motion was seconded by Trustee Farina.

The special meeting reconvened at 8:50P.M.

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

The meeting closed at 8:50P.M.

Regina M. Taylor, Village Clerk