

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

March 6, 2018

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 March 6, 2018.

The purpose of the meeting was to hold the third budget workshop for FY 2018-2019.

The meeting was called to order by Mayor D'Onofrio at 6:00P.M.

Members present were:

Mayor Joseph E. D'Onofrio
Trustee Brian Aylward
Trustee Mervin R. Livsey, Jr
Trustee Barbara Murphy
Trustee James Ramus

Also present were:

Village Clerk, Regina M. Taylor
Village Treasurer, Ralph J. Walters
Chief Water Plant Operator, Kevin Hurst
Interm Street Superintendent, John Jones
3 Community members

Mayor D'Onofrio asked the Village Treasurer how much the Village Board actually has control of over the budget. Treasurer Walters commented that only 6½ to 7½ % the Village Board has control over. Treasurer Walters reminded everyone that health insurance rates, municipal insurance, workers compensation, retirement rates and union contracts are something the Board cannot control.

Treasurer Walters opened with comments on the Water Department Requested Budget. Treasurer Walters commented that the salary lines actually went down from the last budget. Treasurer Walters explained that there was a renewal of a \$450,000 BAN and that he is budgeting \$150,000 principal and interest to be paid over the next three years. Treasurer Walters reported that he has put \$10,000 into the vehicle reserve fund. Treasurer Walters commented that there may be enough in the reserve fund after the transfer from the 2017-2018 budget is put into it for a vehicle to be purchased for the department.

Discussion was held on all reserve funds. The Treasurer told the Board that there are six reserve funds and the amount currently in those funds, not including the amounts the Board could authorize to transfer from the 2017-2018 budget before the end of the fiscal year in May.

Treasurer Walters explained that on the revenue side the metered sales number is based on the past two billings. Treasurer Walters explained that it is his best guesstimate.

Treasurer Walters commented that after a review of the General Fund Revenues he found some codes overstated in the current budget so he will update the revenue schedule for the Requested Budget for the March 12th budget meeting.

The Treasurer explained that adoption of the budget must be by May 1st and the Tentative Budget is due to the Village Clerk by March 20th. The Treasurer further explained that no changes to the Tentative can be made until after the public hearing which must be held in April.

Chief Water Plant Operator, Kevin Hurst presented the Requested Budget for the Water Department and answered any Board questions. Mr. Hurst explained that he has included three hydrants in his Distribution line and that he likes to try to do three replacements a year.

Mr. Hurst said although his budget increased slightly from the current budget it is a lean budget. Mr. Hurst provided the Village Board a list of capital projects that the Board should consider over the next few years as the plant is getting older and the lines are getting older. Mr. Hurst explained there is a need for more flushing throughout the year as more water is being sent to the Town.

Discussion was held on the need for a master meter at South Post and also the line from the meter pit at Corbin Way to the high school and ownership of that line.

The Board thanked Kevin for his work on the budget.

Treasurer Walters reported that he built in salary increases for the DPW budget knowing that contracts are in negotiations. Treasurer Walters pointed out that he increased the salary line for Administration Salary if the Board decides to hire a full time supervisor for the department.

Mayor D'Onofrio recommended to the Board that right now, they keep Mr. Jones as interim superintendent and that the Board or Mr. Jones will give plenty of notice if things need to be changed.

Mr. Jones presented the Requested Budget for the Street Department based on the current budget and explained that he had only been in the supervisor position for a couple of weeks before a budget needed to be submitted.

Mr. Jones explained that there was nothing in the equipment line for Streets, however, he would like to replace one snowplow in this budget and another one next year.

Discussion was held on salt usage this winter and the storage of it and if the Town and Village might be able to work together on some of these concerns.

Trustee Ramus asked if the amount for litter baskets was enough because he has noticed many baskets are in need of replacement. Mayor D'Onofrio commented that will be discussed under the beautification line.

Discussion was held regarding the repairs needed at Roe Park for pool repairs, basketball court repairs and playground repairs and how to address these concerns through Village funding and with grant funding that the Village has secured but is still waiting on contracts.

Mayor D'Onofrio commented that beautification is budgeted based on current budget and this year Mr. Aylward will be the Trustee Liaison to the Street Department and the Beautification Committee.

The Village Board thanked Mr. Jones for his work on the budget.

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

The meeting closed at 7:42P.M.

Regina M. Taylor, Village Clerk