

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

February 23, 2021

A special meeting of the Board of Trustees of the Village of Highland Falls was held at the Senior Center, 15 Drew Avenue, Highland Falls, New York on February 23, 2021.

The purpose of the meeting was to hold the first budget meeting for FY21-22.

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 James DiSalvo
Trustee Mervin R. Livsey, Jr.
Trustee James Ramus (6:33pm)

Also present were:

Village Clerk, Regina M. Taylor
Village Treasurer, Ralph Walters
Fire Chief, Steve Suarez
Assistant Chief, Erik Smith
Chief Water Plant Operator, Jack Sibley
(1) Community resident, Joe DeWitt- 34 Villa Parkway

Treasurer Walters presented the Village Board with the Requested Budgets for FY21-22 for the various departments. The Treasurer asked the Board members to bring this document back on Saturday for the second scheduled meeting. Mr. Walters commented that this is a "wish list" of the department heads and to remember the budget process has just begun.

Treasurer Walters introduced Fire Chief Steve Suarez and Assistant Chief Erik Smith to present their FY21-22 requested budget for the Fire Department. Treasurer Walters reminded the Board that department heads are responsible for the .2 equipment line, .4 contractual line and the cancer coverage line. The Treasurer budgets the workers compensation line and the truck room lease amount which is determined by a lease agreement with the Village Board. Mr. Walters explained that the Chiefs have asked for the Engine reserve account to be increased \$60,000 and that \$5,000 be put into the command vehicle reserve account.

Assistant Chief Smith brought to the attention of the Board that the three truck vehicles are over 20 years old and that the entire fleet will require replacement in the next 5-10 years. Mr. Smith commented that although the rescue pumper is in good condition, it is over 26 years old and one flow test away from needing replacement. Mr. Smith reported that the department is looking to replace the 2014 command vehicle in the next three years.

Assistant Chief Smith reported that more than half of the department members have been vaccinated from COVID-19 and that the department has been weathering the pandemic restrictions very well.

Treasurer Walters commented that he is very comfortable with the budget as requested, that it is reasonable and in line with previous submissions.

The Village Board thanked the two Chiefs for preparing a fiscally responsible budget.

Mr. Walters introduced Mr. Jack Sibley, Chief Water Plant Operator to present the Requested Budget for FY21-22. Mr. Walters commented that the department head is responsible for the .2 equipment line and the .4 contractual line. Treasurer Walters explained that he increased the Engineer line to \$23,000 because of upcoming projects on the DAMS and a possible potable water main replacement project in the South End of the Village. Mr. Walters explained that the Bog Meadow taxes are school taxes that the Water Fund pays on our water reservoir property. The Treasurer reported that there are no more Bond Anticipation Note payments and that \$10,000 has been put into the vehicle reserve fund.

Mr. Walters commented that because it looks like a water main replacement project is being considered, he has moved the debt service of \$150,000 in last year's budget to interfund transfer to Capital Fund to help offset the amount of a the \$3.4 million borrowing that is in place to fund the project.

Treasurer Walters explained the salary lines are budgeted based on the union contracts and overtime has been left the same because it is difficult to project how many breaks there may be in a year. Mr. Walters explained that benefits and workers compensation is based on salary.

Mr. Sibley reported on his equipment requests. Mr. Sibley commented that the impact driven drill has been in the department as long as Mr. Sibley has been, about 26 years. Trustee DiSalvo asked Mr. Sibley if it is something that needs to be replaced right now. Mr. Sibley commented that it's not an emergency and that it can wait for the new budget.

Trustee Livsey asked if there is some kind of equipment or software that can help track water leaks. Trustee Livsey commented that this is important to look at because of the drought conditions experienced this past Fall.

Mayor D'Onofrio commented that he has spoken with Mr. Sibley about metering the downside of the tanks to track out flow compared to intake.

Trustee DiSalvo agreed that it is something to look at. Trustee DiSalvo asked about the revenue side for Metered Sales. The Treasurer explained this number has been budgeted based on prior billings and the first billing of FY 20-21 in November.

Trustee Ramus commented that the Water Building itself may need some repairs that could increase the requested expenses. Trustee Ramus commented that concrete caps need repair and pointing work is also needed. Trustee Ramus asked if the Village Engineer could take a look at it.

Treasurer Walters reported to the Board that there is nothing out of the ordinary in this requested budget and he is comfortable with Mr. Sibley's request.

The Village Board thanked Mr. Sibley for his fiscally responsible budget.

Mr. Walters reminded the Board that the next meeting is on Saturday, February 27th at the Senior Center at 9:30am. Mr Walters explained that the Tentative Budget must be turned into the Village Clerk by March 20th. Mr. Walters reported that the public hearing on the Tentative Budget is scheduled for April 5th and that no changes can be made to the Tentative until after the public hearing.

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

The special meeting closed at 7:00P.M.

Regina M. Taylor, Village Clerk