

SPECIAL MEETING
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF HIGHLAND FALLS
March 8, 2023

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 March 8, 2023.

The purpose of the meeting was the 2nd Budget Workshop for FY 2023-2024.

The Meeting was called to order by Mayor D'Onofrio at 5:00P.M.

Members present were:

Mayor Joseph E. D'Onofrio
Trustee Brian Aylward
Trustee James DiSalvo
Trustee Melanie Guerrero
Trustee Gary C. Phillips

Also present were:

Village Clerk, Regina M. Taylor
Village Treasurer, Ralph Walters
Chief Water Plant Operator, Jack Sibley
Village Public Works Superintendent, John Jones
Account Clerk, Lynae Mesaris
News of the Highlands Editor, Mary Jane Pitt
3 Community members

Mr. Walters reported to the Board that he would like any budget adjustments, in writing, by close of business next Tuesday, March 14th to allow for preparation of the Tentative Budget to the Village Clerk by March 20th.

Mr. Walters commented that the Water Fund requested budget shows a transfer of \$150,000.00 from the Water Fund to Capital, from funds left over from prior projects, that will help offset the upcoming Water Main Replacement Project financing. Mr. Walters also noted that \$50,000.00 is in interfund transfer to the General Fund for joint expenses, such as administrative assistance with billing, payroll, collections. Mr. Walters reminded the Board that salaries are contractual and benefits have been calculated accordingly. Mr. Walters reported that nothing was included for vehicle reserve at this time. Mr. Walters reported meter sales is down from last budget, based on last two readings, and with the requested expenses, at this time, \$171,329.00 will be needed from surplus to balance the budget. Mr. Walters recommended an increase in water rents.

Mr. Jack Sibley, Chief Water Plant Operator presented this requested budget for FY 2023-2024. Mr. Sibley commented that the filter replacement is in the 5 year plan because the filters are original from 1954 and well beyond useful life.

Discussion was held on the need for power washing and inspection of water tanks.

The Board thanked Mr. Sibley for his work on the budget.

Village Public Works Superintendent, John Jones presented the WWTP requested budget to the Board of Trustees. Mr. Walters explained that the Superintendent's salary and health insurance is split 50/50 between the General and Sewer Fund.

Mr. Walters reported that he took \$80,000.00 out of the requested budget for a vehicle and explained there is currently enough in the reserve vehicle fund, after adding the transfer from the end of May's 2023 budget, if the Board wants to purchase a new truck.

Mr. Walters commented that \$120,000.00 has been put into interfund transfer from WWTP to Capital from funds left over from previous WWTP projects. Mr. Walters explained that these funds are being used to offset expenses of current projects in the WWTP, ie the sewer lining, belt press and sludge digester replacement. Mr. Walters also noted that \$50,000.00 is in interfund transfer to the General Fund for joint expenses, such as administrative assistance with billing, payroll, collections.

Mr. Walters commented that sewer rents are down compared to the last two budgets and that Mr. Jones' salary is split 50/50 between the General Fund and the Sewer Fund. Mr. Walters commented that the salaries of the employees of the WWTP are based on union contracts.

Discussion was held on the use of surplus funds.

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

Trustee Phillips motioned to adjourn. The motion was seconded by Trustee DiSalvo and unanimously carried.

The meeting closed at 5:48P.M.

Regina M. Taylor, Village Clerk