

SPECIAL MEETING OF THE VILLAGE OF PORT HENRY
BOARD OF TRUSTEES

LOCATION: MUNICIPAL BUILDING, 4303 MAIN STREET
PORT HENRY, NY 12974

DATE: MARCH 30, 2011

TIME: 6:00 PM

PRESENT: Mayor Guerin, Trustees McDonough, Sheldon, Viestenz, Deputy Superintendent of Water and Street; John Tromblee, Chief Water and Waste Water Operator; Carl Perry, and Treasurer Jurkiewicz.

ABSENT: Trustee Belden

ATTENDANCE: Sandra Lovell, Linda Smyth, Paul Salerno, Jr., Staley Rich, Matthew Brassard and Lohr McKinstry

Mayor Guerin called the meeting to order at 6:00 pm, followed by the salute to the flag.

The purpose of this Special Meeting is to continue the review of the preliminary budget for the fiscal year ending on May 31, 2012. A copy of the tentative budget for year June 1, 2011 through May 31, 2012 is on file in the Village Clerk's office and will remain open to the public for inspection during regular office hours. The copy on file will be revised as changes are made to the proposed budget.

Mayor Guerin asked the Treasurer to review the proposed budget expenditures that needed further discussion and review prior to making a decision on inclusion in the proposed budget.

The Treasurer went through the expenses for the Board Contracted Services that were still outstanding, including the Village signs, proposed shared website, taping of Board meetings, and training expenses for the Trustees. It was decided to remove the funds for the two Village signs. It was agreed to reduce the amount for training for Trustees by \$500. After some discussion, it was decided to leave in the funds for taping of the Board meetings and the proposed web site to be shared with the Town of Moriah.

The Board decided to reduce the training expense for the Clerk to \$500 and eliminate the training expense for the Treasurer. It was decided to keep the Legal Expenses at the increased level of \$6,000, as the Village Board anticipates several issues will require legal assistance.

The Board then discussed the potential installation of a handicap ramp and/or lift for the Village Hall. John Tromblee had prepared cost estimates of \$16,000. After much discussion, it was decided to fund the handicap ramp and chair through a three year loan and include the expense as part of the Debt Service Charges.

The Board agreed to buy the shredder under the current budget, and to reduce the utilities for the Village Hall to current year levels. The Village had an electrical audit done through a National Grid program. Based on the report received, the Village can save \$450 per year on electrical expenses for the Village Hall, but it will cost \$1,900 to implement. The cost can be spread over two years. The Board decided to move forward with the program, spreading the cost over two years.

The next area of discussion was the firehouse expenses. It was decided to leave in the requested funds for the Firefighters' Grant. It was also agreed to replace the overhead door under the current budget. An electrical audit was also done for the firehouse. As there is a lower anticipated return on the investment, it was decided not to proceed with that part of the program at this time.

The proposed replacement of the 1999 dump truck for the DPW was discussed next. John Tromblee had gotten quotes to purchase a new dump truck with plow and stainless salter and finance the purchase over 5 years, approximately \$13,500 per year. It was agreed to include the purchase in the budget.

The expenses associated with the Campground/Recreation area were discussed next. The Village has agreed to hire two lifeguards for the summer and to reduce the maintenance position to part-time, 10 hours per week. One of the DPW crew will also be working at the campground for 20 hours per week, doing yard and other maintenance work. As a result, the overall labor charges have been reduced by \$5,000.

The Board agreed to leave the additional \$500 requested by the Director of the Sherman Free Library in the budget, at least for now.

Lohr McKinsty left the meeting at 7:00 pm.

The Expenses for the Water Fund were reviewed next. John Tromblee provided estimated costs to replace the water meters throughout the Village, along with estimated financing costs - \$17,000 per year over seven years. It was agreed to leave these expenses in the budget as part of the Debt Service Charges. It was decided to leave in the charges for replacement and repair of the hydrants, and increased cost for Transmission Contract Expenses.

The Expenses for the Sewer Fund were then reviewed. It was agreed to reduce the Engineering charges for the Sewer Fund to \$5,000. The Sewage Treatment expenses were revised to reflect the changes in the Joint Activity Sewer Fund.

The Joint Activity Fund expenses were reviewed next. The Board agreed to leave the expense for Engineering at \$2,500. It was also agreed to include the requested list of new equipment for the Waste Water Treatment Plant. The Treasurer will contact the Town of Moriah Supervisor for approval of the Joint Activity Fund budget.

The next budget workshop is scheduled for Monday, April 4, 2011 at 7:00 pm at the Village Hall, following the Annual Organization meeting. At that time, the Board will review the proposed property tax levy, and anticipated resulting fund balances, as well as schedule a date for the Public Hearing.

Motion was made by Trustee Mc Donough, seconded by Trustee Sheldon to adjourn the Special Meeting at 7:50 pm. Yes; Mayor Guerin, Trustees McDonough, Sheldon, and Viestenz. No; none. Absent: Trustee Belden. Motion carried.

Meeting adjourned.

Village Treasurer