

SPECIAL MEETING OF THE VILLAGE OF PORT HENRY  
BOARD OF TRUSTEES

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

DATE: April 10, 2013

TIME: 7:00 PM

PRESENT: Trustees Brassard, McDonough, Rich, and Sheldon, Chief Water and Waster Water Operator, Chip Perry, John Tromblee, Deputy Superintendent of Water and Streets, Fire Chief Jim Hughes, and Treasurer Law-Davenport

ABSENT: Mayor Guerin

ATTENDANCE: John and Jackie Viestenz, Janelle Jurkiewicz

Deputy Mayor Sheldon called the meeting to order at 7:00 pm.

The purpose of this Special Meeting was to continue the review of the preliminary budget for the fiscal year ending on May 31, 2014. A copy of the tentative budget for year June 1, 2013 through May 31, 2014 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.

Deputy Mayor Sheldon asked the Treasurer to present the latest proposals for the FYE 5/31/2014 budget for the General, Water, Sewer and Joint Activity Funds.

The Treasurer stated that the changes proposed by the Board at the last Budget Workshop on April 3, 2013 have been incorporated into the budget proposals. The Board then reviewed the proposed Budget Summary, including the proposed expenditures, revenues and amounts to be drawn from the unexpended fund balances. For the General fund, the net result is the proposed amount to be raised by property taxes.

The Board began by discussing the idea of hiring a temporary worker or a contract worker as opposed to a full-time employee. This could result in substantial cost savings in salary and benefits. The contractors would supply their own insurance, supplies and equipment. The Village could set a specific dollar amount, either hourly or per month. The Board decided on a decrease of the labor budget by \$10,040 to reflect a part-time employee in the budget. The Board will determine at a later date how to actually move forward, after further investigation.

The Board reviewed Lockrow's detailed proposal for an upgrade to a scanner/copier/fax. The cost for this upgrade is within the proposed budget. There will be cost savings both in the annual maintenance amount and the decrease in copying due to the scanner feature. The Board agreed to the upgrade.

John and Jackie Viestenz and John Tromblee left the meeting at 8:12 pm

The Public Hearing is scheduled for April 15, 2013 at 7:00 pm.

Motion was made by Trustee Rich, seconded by Trustee McDonough to adjourn the Special Meeting at 8:15 pm. Yes; Deputy Mayor Sheldon, Trustees Brassard, McDonough and Rich. No; none. Motion carried.

ADJOURNED

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Village Treasurer