

SPECIAL MEETING OF THE VILLAGE OF PORT HENRY  
BOARD OF TRUSTEES

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

DATE: MARCH 24, 2014

TIME: 7:00 PM

PRESENT: Mayor Guerin, Trustees Brassard, McDonough and Rich, Treasurer Monette and Port Henry Fire Department Chief; Jim Hughes

ATTENDANCE: Former Treasurer Janelle Jurkiewicz, Jackie Viestenz, John Viestenz, Thomas McDonald, Lohr McKinstry and Ann Tesar.

Mayor Guerin called the meeting to order at 7:00 pm, followed by the salute to the flag.

Mayor Guerin indicated that the Special Meeting was scheduled to review the preliminary budget for the fiscal year of June 1, 2014 through May 31, 2015. A copy of the tentative expense budget is on file in the office of the Village Clerk and will remain open for public inspection during regular office hours. The copy on file will be revised as changes are made to the proposed budget.

The Treasurer provided the Board with a list of discussion points for the budget for each of the four funds. It was noted that labor expenses will be increasing 2.5% in accordance with the labor contract; the NYS retirement expense will be increasing 2.0%; health insurance rates are projected to increase an average of 15%, depending on the plan; liability insurance expense will increase by 4%; and worker's compensation insurance is estimated to increase by 27% for the Village and 13% for the fire department. These increases will apply to all funds.

Mayor Guerin asked former Treasurer Jurkiewicz to lead the Board through the discussion of expense items for the General Fund. The contract expenses for the Treasurer includes an increase of \$5,000 for two new computers; based on a quote received on Monday, this amount may be reduced by \$2,000.

The Board then discussed and agreed to the proposed \$1560 for salary and overtime increases for Clerk Personnel Services.

The Building Contractual expenses were discussed next. The Board agreed to reduce the Building Maintenance by \$2500 versus the current year's budget.

The Board decided that the expenses for the Code Enforcement Officer would remain unchanged at \$3,000.

For the present time, legal expenses will remain at \$8,000 and will be discussed further, at the next budget meeting.

The Board then discussed the Fire Department budget. There were no changes requested from the current budget; the Board agreed.

The next topic of discussion was the DPW Equipment Budget. The Board discussed the possible purchase of a new truck. If agreed to, the first payment would be in fiscal year end 2016.

Some discussion was held with regard to CHIPS funds from the State. The funds have not been used to date for the current fiscal year; can they be carried over in to the next? Trustee Brassard or Treasurer Monette will discuss this matter with New York State Department of Transportation personnel before the next budget meeting.

Campground expenses include an increase of \$2,500 for the campground manager and an increase of \$500 for the water billing. The amount for Village crew personnel expenses has increased to cover pump outs and maintenance; the prior manager handled some of these items last year.

The proposed community beautification expenditures of \$800 were accepted.

The proposed budget for debt service includes \$49,000 for the loan on the Campground Restoration Project. If reimbursement funds are received from FEMA before the budget is adopted, this item can be deleted.

The Expenses for the Water Fund were reviewed next. The requested equipment budget for the water filter plant was approved. The Debt Service charges are in accordance with the payment schedules for the outstanding Village debts and are non-discretionary.

The Expenses for the Sewer Fund were then reviewed. As with the General and the Water Funds, the Employee Benefits and Debt Services expenses are non-discretionary. The Joint Activity associated changes have increased by 9%.

The Board reviewed expenses for the Joint Activity Fund. An increase of \$1,800 in Contractual expenditures was approved. The total amount for the Joint Activities will increase by 9% due to a reduction in the amount that can be pulled from the unreserved fund balance, as well as the increase in operating expenses.

The next budget workshop is scheduled for Monday March 31, 2014 at 7:00 pm at the Village Hall.

Motion was made by Trustee McDonough, seconded by Trustee Brassard to adjourn the Special Meeting at 8:54 pm. Yes; Mayor Guerin, Trustees Brassard, McDonough and Rich. No; none. Motion carried.

ADJOURNED

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Denise C. Daly, Village Clerk