

SPECIAL MEETING OF THE VILLAGE OF PORT HENRY
BOARD OF TRUSTEES

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

DATE: MARCH 27, 2015

TIME: 10:00 AM

PRESENT: Mayor Guerin, Trustees Brassard, McDonough and McDonald, and Treasurer Monette.

ATTENDANCE: Janelle Jurkiewicz, and Lohr McKinstry

Mayor Guerin called the meeting to order at 10:12 am 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, 2015 through May 31, 2016. 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 3.6%; health insurance rates are projected to increase an average of 15%, depending on the plan; liability insurance expense will increase by 5%; and worker's compensation insurance is estimated to increase by 10% for the Village and 10% 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 salaries for the Board of Trustees are proposed to increase by \$500.00 for each trustee, for a total of \$2,000.00. The salary for the Mayor is unchanged. Contracted services for the Board are proposed to increase by \$4,000.00 for earnest money for the Smart Growth grant to implement zoning.

The legal expense is proposed to increase by \$5,000.00 for anticipated expenses related to potential projects.

The Building Contractual expenses were discussed next. \$250 has been included for a new air conditioner for the Village office. It was agreed to remove the additional funds.

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

The Board then discussed the Fire Department budget. It was noted that Port Henry Fire Chief Hughes has requested an additional \$4,000 for equipment and \$4,000 for contracted services. As Chief Hughes was not present, it was agreed to postpone discussion of these increases.

The DPW proposed labor budget was discussed next. It was proposed that the DPW would return to a 5 person crew. This would result in an increase of \$46,000, including wages and benefits.

The next topic of discussion was the DPW Equipment Budget. The proposed budget includes \$4,000 for a salter and \$1,500 for a pavement saw. Also discussed was the possible purchase of a new truck. If agreed to, the first payment would be in fiscal year end 2017. It was agreed to purchase the salter with existing reserve funds, and remove that item from the proposed budget. It was agreed to purchase a new truck.

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; and will roll over into the next fiscal year. This will result in an increase of \$12,000 for expense, to be offset in revenue.

Campground expenses for personnel include an increase of \$2.00 per hour for the returning lifeguards and an increase of one lifeguard, bringing the total to three. Expenses have been also increased for a part-time maintenance person for the summer season. The equipment budget request includes \$1,500 for an AED.

The Sherman Free Library has requested an increase of \$1,500, for a total of \$5,000. The Board agreed to reduce the request to a total of \$4,000.

The proposed budget for employee benefits includes \$4,500 for unemployment benefits. The Board agreed to leave this amount for now.

The proposed budget for debt service includes \$3,200 for the interest for the loan on the Campground Restoration Project. It was agreed the Village will be paying off the loan early so this amount will be reduced to \$1,000.

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. It was proposed to increase the legal expense to \$3,000, due to possible needs associated with MH13. 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 4.9%.

The Board reviewed expenses for the Joint Activity Fund. The requested equipment purchases were approved, as was the increase of \$1,500 in Contractual expenditures. The total amount for the Joint Activities Fund will increase by 4.9%.

The next budget workshop is scheduled for Monday April 6, 2015 at 7:00 pm at the Village Hall.

Motion was made by Trustee McDonald, seconded by Trustee McDonough to adjourn the Special Meeting at 12:43 pm. Yes; Mayor Guerin, Trustees Brassard, McDonough and McDonald. No; none. Motion carried.

ADJOURNED

Paula Monette, Treasurer