

## TOWN BOARD

The Town Board, Town of Highlands, held a budget workshop on Monday, August 18, 2014 at Town Hall, 254 Main St, Highland Falls, at 6:00pm.

PRESENT:	Mervin R. Livsey	----	Supervisor
	William Edsall	----	Council Member
	June Gunza	----	Council Member
	Adrienne T. Voltaire	----	Council Member
	Kelly Blauvelt	----	Comptroller
	June Patterson	----	Town Clerk

Supervisor Livsey opened the budget workshop at 6:00pm.

Supervisor Livsey stated that the Board has been provided the new Budget Control Sheet by the Comptroller.

### **Ambulance Corps:**

Capt. Stroppel presented his budget to the Board. Mr. Stroppel explained what equipment was needed and pointed out that a lot of the increase in his budget was due to payroll. Mr. Stroppel also asked to put \$20,000 in a reserve fund.

Council Member Gunza questioned the revenue.

Council Member Edsall asked if a rate increase was possible.

Capt. Stroppel said he would be asking the Board in January to increase the rates. Mr. Stroppel said the Town is losing a lot of money on ambulance bills not being paid by local residents and he would like to start enforcing payments. Mr. Stroppel said making the residents pay these bills might decrease the abuse of the ambulance.

Council Member Edsall would like to see the revenue line raised.

Discussion on the collection process that Evolution follows.

### **Court**

Judge Donaldson and Judge Stewart reviewed their budget with the Board.

Judge Donaldson asked for an increase in the part-time Clerk's salaries. Mr. Donaldson said Criminal Court might be moving to night and he would like overtime put in the budget for the Court Clerks.

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Council Member Edsall said he has a problem with overtime and suggested changing the Court Clerk's hours on those days.

Judge Donaldson stated that there are things that they need to do that can only be done during normal working hours.

Discussion on the duties of the Court Clerks and overtime.

Ms. Blauvelt explained a change that will be made in everyone's utility budget.

Council Member Edsall questioned the difference in salary between the two Court Clerks.

Judge Donaldson explained it was because one is the Senior Clerk and has been here longer.

Council Member Edsall questioned the revenue.

Judge Donaldson said the Village keeps the money if a ticket is written on a Village ordinance. Mr. Donaldson said he is more comfortable with the revenue amount he put in the budget.

**Cell Phones:**

The Board discussed the stipend/reimbursement some employees receive for their cell phones and reviewed the cell phone bills.

The Board discussed the stipend.

Council Member Edsall said he would like the stipend to be \$50.

Ms. Blauvelt asked when the Board would like this to take effect.

Supervisor Livsey stated that he would like it to be effective now.

Ms. Blauvelt said she will ask the employees to submit a copy of their bill with the voucher for reimbursement.

**Court Discussion:**

Ms. Blauvelt explained that the Court revenue will go down after the payments are made to the Village and State. Ms. Blauvelt said the revenue will be close to what is in the budget.

Council Member Voltaire asked if the Board wanted to make a decision on the Court overtime now or later.

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Council Member Edsall said he would like to see the final number before this is decided.

**Misc Discussion:**

Supervisor Livsey explained to Council Member Voltaire about the process of the budget.

Ms. Blauvelt explained Unexpended Fund Balances that were used last year.

Ms. Blauvelt stated that the Ambulance payroll is going to be significantly short this year.

**Legislative:**

Ms. Blauvelt reviewed this budget with the Board.

Council Member Gunza said money needed to be put in the budget for cell phones for the Board.

Council Member Edsall said the Board should only receive a \$25.00 stipend.

Council Member Voltaire disagreed and stated that most of her Town work is done on her cell phone.

The Board discussed how much of a stipend the Board Members should receive for their cell phones.

The Board agreed that \$900 should be put in the budget for their cell phones.

**Comptroller:**

Ms. Blauvelt reviewed her budget with the Board.

Ms. Blauvelt explained that her payroll system needs to be updated at some point and she has put that on her wish list.

**Audit:**

Ms. Blauvelt said that is the same as last year.

Council Member Edsall asked if there was a tool to reduce the cost of the audit.

Ms. Blauvelt said it is a manual process and that won't change. Ms. Blauvelt stated that she would be willing to see if anyone was less expensive.

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Supervisor Livsey said he would like to start a reserve fund for the Ambulance Building to make the bay bigger for a new ambulance. The Supervisor said he would like to start now with \$1,000 which would allow an engineer to come in and let us know what needs to be done.

Ms. Blauvelt said she would ask Mr. Rider to prepare a resolution for this. Ms. Blauvelt stated she thinks Capt. Stroppel is high with his maintenance budget.

**Revenues:**

Ms. Blauvelt reviewed the revenues with the Board.

Council Member Edsall asked if there was enough sales tax to give a rebate to the residents.

Ms. Blauvelt said she would have to wait and see.

**Debt:**

Ms. Blauvelt said she would save this topic for the next meeting.

Supervisor Livsey asked Ms. Blauvelt if there were any problems with the water or sewer points.

Ms. Blauvelt said she didn't think so. Ms. Blauvelt stated that Mr. Hager informed her that the points need to be adopted by September 15.

Council Member Edsall said an executive session will be needed to discuss salaries.

**ADJOURN**

Council Member Edsall made a motion seconded by Council Member Voltaire to adjourn the meeting. Meeting adjourned at 8:00pm.

**MOTION CARRIED: 4-Ayes (Livsey, Edsall, Gunza, Voltaire)  
0-nays  
1-absent (Stradley)**

Attest,