

## TOWN BOARD

The Town Board, Town of Highlands, held a budget workshop and regular meeting on Monday, September 22, 2014 at Town Hall, 254 Main St, Highland Falls, NY at 6:00pm.

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

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

Supervisor Livsey informed everyone that the Board has been struggling with this budget and they are doing the best they can.

Supervisor Livsey said he made some changes that have not been approved by the Board. The Supervisor said he would like to discuss these changes in the executive session. Supervisor Livsey stated that this budget will come in under the 2% tax cap.

Supervisor Livsey announced that the ambulance will be back, from Florida, tomorrow.

Council Member Voltaire asked if the re-valuation was definitely off the table.

Supervisor Livsey said Assessor, Jean Talman, suggested doing it next year.

### **Town Clerk's Budgets**

The Board reviewed these budgets with the Town Clerk and Comptroller.

### **IT**

Ms. Blauvelt said the IT Budget is all A-Fund. Ms. Blauvelt reviewed the contract and agreement that the Town has with New Windsor.

Ms. Blauvelt said the equipment line can come down a little.

### **Fire Department**

Ms. Blauvelt said she has no hard numbers from the Fire Department. Ms. Blauvelt said she was informed by Mr. Maher that the budget might go up about 1%, but that won't affect the tax cap.

### **Dial-A-Bus**

The Board reviewed this budget with Ms. Blauvelt.

### **Misc. Items**

Supervisor Livsey asked Ms. Blauvelt to go over the bottom numbers with the Board and said salaries would be discussed in executive session.

Ms. Blauvelt reviewed the numbers with the Board.

The Board discussed how much needed to be reduced to meet the tax cap and also talked about raising Recreation fees.

Supervisor Livsey read the changes he made and asked if everyone agreed with them.

Council Member Voltaire asked about putting money in the reserve fund.

The Board discussed the police vehicle reserve fund and whether to fund it or not.

Supervisor Livsey suggested putting \$15,000 in it for now.

Council Member Gunza asked what was being done with the Library budget.

Supervisor Livsey said their personal services line would be reduced by \$3,000.

Ms. Blauvelt discussed the Unexpended Fund balances with the Board.

Council Member Voltaire asked about the General Reserve Fund.

Ms. Blauvelt said there was approximately \$800,000 (A-fund).

Ms. Blauvelt stated that she will provide the Board with the Unexpended Fund balances next time.

Ms. Blauvelt confirmed that the Board wanted her to put \$15,000 in the Police Reserve Fund and remove \$15,000 from the Library budget.

Ms. Blauvelt said there are still numbers that she is unsure of. Ms. Blauvelt was informed by Mr. Liebert that the insurance costs might be going up 5%.

Ms. Blauvelt said there is approximately \$10,000 in the budget for a Handreader or laptop for water, which will not have an impact on the budget.

The Board discussed water and a possible rate increase by the Village.

The Board also discussed the possibility of the Village doing the water billing.

Ms. Blauvelt said the next meeting will be a re-cap of the previous meetings.

Council Member Gunza reminded the Board that the Sewer Operator has requested a vehicle.

**\*\*\*\*REGULAR MEETING\*\*\*\***

Supervisor Livsey opened the regular meeting at 7:00pm.

**PUBLIC COMMENT**

None.

**MINUTES**

Council Member Edsall made a motion seconded by Council Member Gunza to approve the minutes from the September 8, 2014 Town Board meeting.

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

Council Member Edsall made a motion seconded by Council Member Gunza to approve the minutes from the September 8, 2014 Town Board meeting.

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

**COMMUNICATIONS**

Supervisor Livsey has a letter that was addressed to Mr. Hager from Linden Homes that states their engineer thinks he can take care of the problem with the hook-up.

Supervisor Livsey received notification that there will be cannon fire on West Point this week.

Supervisor Livsey received a letter from Homeland Towers saying they are disappointed in the Board and they will be pursuing the Holiday Inn option for their tower.

Supervisor Livsey has a letter from Orange County about the certiorari actions that were settled and the options the Town has for repaying this money. Supervisor Livsey said the Comptroller would prefer to just pay by check.

Council Member Edsall made a motion seconded by Council Member Voltaire to write a check to Orange County to pay the certiorari refund liability.

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

### **FINANCIAL REPORTS, REQUESTS & RESOLUTIONS**

#### **Budget Transfers:**

Council Member Voltaire made a motion seconded by Council Member Edsall to authorize the transfer of \$300 from Repairs & Maintenance to Town Clerk other.

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

Council Member Gunza made a motion seconded by Council Member Voltaire to authorize the transfer of \$100 from Records Management to Town Clerk Postage.

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

Council Member Gunza made a motion seconded by Council Member Edsall to authorize the transfer of \$350 from Dog Control Equipment to Fuel.

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

Council Member Edsall made a motion seconded by Council Member Gunza to authorize the transfer of \$150 from Dog Control Training to Vehicle Maintenance.

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

Council Member Edsall made a motion seconded by Council Member Gunza to authorize the transfer of \$300 from Other expenses to Utilities.

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

Council Member Gunza made a motion seconded by Council Member Voltaire to authorize the transfer of \$2,700 from Ambulance training to Ambulance Mobile Life.

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

Council Member Voltaire made a motion seconded by Council Member Gunza to authorize the transfer of \$96.69 from Ambulance supplies to Mandated meds.

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

Council Member Edsall made a motion seconded by Council Member Gunza to authorize the transfer of \$550 from Sewer misc. to Sewer Clothing Allowance.

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

Council Member Edsall made a motion seconded by Council Member Voltaire to authorize the transfer of \$1,000 from Other Recreation Revenues to Recreation Expenses.

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

## **BOARD REPORTS**

### **Council Member Edsall:**

Council Member Edsall said he has Mr. Hager's assessment of 90 Firefighter's Memorial Drive.

Council Member Edsall stated that the Supervisor has observed progress on the poles. Mr. Edsall asked Mr. Rider if he had anything.

Mr. Rider said he is waiting to hear back from Mr. Patterson.

### **Council Member Voltaire:**

Council Member Voltaire reported that Dr. Debra Jackson, School Supt., is retiring January 31.

Supervisor Livsey said water is still planned for the Fort School and he doesn't know what the hold up is.

Mr. Rider said they are finalizing certain things to submit to the Department of Health.

### **Council Member Gunza:**

Council Member Gunza reported that she, the Supervisor and Chief Quinn interviewed 5 police candidates. Ms. Gunza stated that the Chief would like to fill 2 out of his 3 vacant spots. Ms. Gunza also said she is in favor of investigating the merger of the two police departments.

Council Member Gunza said she attended an O&R seminar recently.

Council Member Edsall asked what the next step would be in consolidation.

Council Member Gunza said now is the perfect time to investigate this and see what would best suit the town as a whole.

Supervisor Livsey said Chief Scott, Village PD, was not in attendance at the meeting and he would like to know what he thinks.

Council Member Edsall suggested asking the State for help.

### **SUPERVISOR'S REPORT**

#### **Ambulance:**

Supervisor Livsey reported that the ambulance is repaired and should be back in the Town tomorrow morning.

Supervisor Livsey said six members of the Ambulance Corps attended a medical conference last week.

Supervisor Livsey stated that he and Capt. Stroppel talked about people signing up for things and then not showing up. The Supervisor would like to see the money paid up front by the member and then they can be reimbursed after they attend the event.

#### **Supervisor Misc.:**

Supervisor Livsey stated, again, that the Board is struggling with the budget, but will not go over the 2% tax cap. The Supervisor said that next Monday will be the last budget meeting.

Supervisor Livsey said there were about six changes to the water/sewer points and those owners will be notified by mail. The Supervisor stated that the points are available in the Town Clerk's office if anyone wants to review them.

### **ATTORNEY'S COMMENTS**

Mr. Rider said in reference to the previous meeting and discussion on 90 Firefighter's Memorial Drive, he has prepared a re-write to the code. Mr. Rider said this re-write basically mirrors the Village code. Mr. Rider said he has also prepared an introductory resolution.

## **GENERAL BUSINESS**

### **Select Telecom Maintenance Contract:**

Supervisor Livsey has a Maintenance Contract from Select Telecom that the Town Clerk suggests we accept.

Council Member Voltaire made a motion seconded by Council Member Edsall to authorize the Supervisor to sign the Maintenance Contract with Select Telecom.

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

### **Grant for Police Dept. License Plate Reader:**

Supervisor Livsey stated that Chief Quinn would like to apply for a grant to purchase a license plate reader. The Supervisor said the Chief needs the Board to pass a resolution in order for him to do this.

Council Member Edsall made a motion seconded by Council Member Gunza to authorize the execution of an agreement between the Town of Highlands and Orange County for a grant to purchase a License Plate Reader.

**RESOLUTION ADOPTED: 4-eyes (Livsey, Edsall, Gunza, Voltaire)**  
**0-nays**  
**1-absent (Stradley)**

**\*\*\*\*RESOLUTION ATTACHED\*\*\*\***

### **Recreation Advisory Committee:**

Supervisor Livsey would like to create a Recreation Advisory Committee which will replace the old Recreation Commission.

Council Member Edsall made motion seconded by Council Member Voltaire to establish and appoint the Recreation Advisory Committee of the Town of Highlands.

**RESOLUTION ADOPTED: 4-eyes (Livsey, Edsall, Gunza, Voltaire)**  
**0-nays**  
**1-absent (Stradley)**

**\*\*\*\*RESOLUTION ATTACHED\*\*\*\***

### **Water & Sewer Points:**

Supervisor Livsey announced that the Water and Sewer Points are available in the Town Clerk's office.

**Bull Hill License:**

Supervisor Livsey said he has received the approved and signed Bull Hill License from the Department of the Army. The Supervisor said this license is for five years and there was no cost to the Town.

**Ambulance Bids:**

Supervisor Livsey said only one bid was received for the re-mount of the ambulance. The Supervisor asked Capt. Stroppel to explain the possible discounts.

Capt. Stroppel explained the various discounts.

Supervisor Livsey said after the discounts are taken off, the price for the gas re-mount would be \$119,000 and the price for the diesel re-mount would be \$137,000. The Supervisor asked Capt. Stroppel what he wanted to do.

Capt. Stroppel said if the Board goes with the re-mount, he would suggest the diesel. Mr. Stroppel said since the prices are so high, he would like to go for a new ambulance. Mr. Stroppel cautioned the Board that if the re-mount is done, the Town will be without one ambulance for about 100 days.

Supervisor Livsey said, after talking to Capt. Stroppel, his personal feeling is the Town