

Village of Buchanan  
Mayor & Board of Trustees  
Regular Meeting  
Monday, May 3, 2010

**PRESENT:**

Mayor Sean Murray  
Trustees Richard Funchion, Theresa Knickerbocker, Brian Smith and Nicolas Zachary  
Village Attorney Stephanie V. Porteus  
Village Secretary Susan F. Matthews

**1. PLEDGE OF ALLEGIANCE:**

Mayor Murray opened the meeting at 7:30 PM, welcomed everyone, informed them of the fire regulations and led the Pledge of Allegiance.

**2. PRESENTATION: Introduction from John Testa – Westchester County Legislator**

Mayor Murray introduced County Legislator John Testa, former mayor of Peekskill, who represents the Village of Buchanan in the County Legislature.

Mr. Testa congratulated the Mayor on his victory and the Trustees. He will work with the administration in any that they can work together. There is a lot to be done. He will come back any time. He could come to Work Sessions or any time to help with any issues he can help with at the County level. He commented that Buchanan has always been an important part of his family. His mother grew up in the Town of Cortlandt. His uncle was the supervisor of the Village treatment plant. He and his cousins spent a lot of time here when they were growing up. He thanked everyone for their support in putting him into his current office. He will work hard to help the Village.

Mayor Murray commented that he knew that Mr. Testa was very active with all the communities in the area. He will be hearing from us.

Mr. Testa commented that he could be reached via his web site: JohnGTesta.com. He encouraged everyone that if you go into the web site, to sign up for e-mail updates. There is a lot of information on the web site. If there are any groups in the Village that want him to come by, he will be looking forward to getting together with them. He congratulated Mr. Dwayne Jackson from Buchanan, the newest hero from here, for what he did in Times Square.

**3. APPROVE MINUTES: February 1, 2010; Special Meeting February 11, 2010; March 1, 2010; Special Meeting March 22, 2010.**

Mayor Murray advised that the new Board members could recuse themselves or abstain from voting on the minutes for meetings which occurred before they were Trustees. This has been the practice in the past.

A MOTION to approve the minutes of the February 1, 2010 regular meeting of the Village Board was made by Trustee Knickerbocker, seconded by Trustee Smith with all in favor and Trustees Funchion and Zachary abstaining.

A MOTION to approve the minutes of the February 11, 2010 Special Meeting of the Village Board was made by Trustee Knickerbocker, seconded by Trustee Smith with all in favor and Trustees Funchion and Zachary abstaining.

A MOTION to approve the minutes of the March 1, 2010 regular meeting of the Village Board was made by Trustee Knickerbocker, seconded by Trustee Smith with all in favor and Trustees Funchion and Zachary abstaining.

A MOTION to approve the minutes of the March 22, 2010 Special Meeting of the Village Board was made by Trustee Knickerbocker, seconded by Trustee Smith with all in favor and Trustees Funchion and Zachary abstaining.

#### **4. COMMENTS FROM THE FLOOR:** (agenda items only)

Eileen Absenger, 238 Tate Avenue, had questions about the budget. Mayor Murray advised that they could be addressed in the Public Hearing.

#### **5. OLD BUSINESS:**

##### **a) PUBLIC HEARING ON 2010-2011 VILLAGE BUDGET:**

At 7:36 PM a MOTION to open the Public Hearing was made by Trustee Knickerbocker, seconded by Trustee Funchion with all in favor.

Eileen Absenger, 238 Tate Avenue, commented that either during the course of the past year or at last year's Budget Hearing, it was mentioned that they were trying to save money on mailing the Newsletter which costs \$400 a month. The web site has not been updated recently. She wanted to know the reason. She also wanted to know if the pass codes were being changed because they had been done by former Trustee Richard. Mayor Murray advised that the person who has been administering the web site has been contacted and has agreed to continue for the same price. Village Administrator Hay advised that the May Newsletter and changes will be posted on the web site. The new Trustees have e-mail addresses. The person updating the web site is readily available and gets it updated within a day or so. Mayor Murray advised that the Village does not have a service contract and only incurs a bill when we ask for the web site to be updated. There is no monthly fee.

Ms. Absenger commented that the monthly cost of the Newsletter times 12 is \$4800. If someone wanted it mailed, it was an option they looked at. She wanted to know if the Board has entertained this. Mayor Murray advised that he spoke to some people about e-mailing the Newsletter versus mailing it and they really liked putting the Newsletter up on their fridge. He has had a lot of feedback where people really like receiving it. He did not hear anyone say they did not like having it mailed. Eileen Absenger noted that it costs \$4800 a year. Mayor Murray commented that since the Village pays for mailing the Newsletter, we are allowed to insert one page for free. If we want to do a mass mailing, we do not have spend any extra money. For some of the updates coming up in the summer time and the water management reports, they are sent out for free. There are a couple of times a year that we have to incur the cost anyway.

Eileen Absenger noted the Mayor's comments at the last Special Meeting concerning his desire for a cushion as a backup for next year's taxes. She commented that no one wants a tax increase, so he will keep it as low as possible. She wanted to know what is the projected impact for next year plus the impact of any mandated pension or health expense for the Police Department and Teamsters, and how is it going to play into the following year in addition to the bond and the raises under the long contract.

Mayor Murray advised that the cushion he was referring to was the interest payment for the bonds. There is approximately \$43,000 or \$47,000 that he wanted to budget for this year even though we did not incur the cost. The Board has not been able to get anyone to say that they could do that. They have spoken with other municipalities who have done bonding. The Village Attorney has spoken with our bond counsel. They all said that if you are not going to spend it, you cannot put a line item on it. All of the costs will have to be incurred next year. Ms. Absenger wanted to know what that projection is. Mayor Murray believed it was \$24 per thousand of assessed value for both bonds. That is the worst case estimate at the maximum pay out if we were to use all of the money. This past tax year, we were at \$198 per thousand. Next year to pay back the bond, it is going to be \$23 on top of that. Ms. Absenger wanted to know what the projection was for the increase. She believes there is a floating number of 20-plus percent in the benefits and pensions for the Police Department. She wanted to know if that was correct.

Village Administrator Hay advised that usually we get a projected fee from New York State which usually comes out sometime before the budget comes out. He believes that we got ours in December and it prepares us for the budget. He does not know at the moment what the increases will be. We get a projection in December for the following year. For the police, he believes that they estimated the Village at 130 plus for their pension contributions. Ms. Absenger wanted to know what percent that was. She commented that previously she had asked to have these shown in a pie chart to help with better understanding the numbers. Mayor Murray noted that \$15,000 is approximately a 1% increase. Village Administrator Hay advised that this year, they went up the 1% and that it would be his best estimate of what it is. He works in the total numbers from last year. They had to go up on that line about \$20,000 from where we were last year.

Eileen Absenger commented on the water treatment plant. She wanted to know how will the Village be able to get the correct number of employees licensed there to cut overtime. Mayor Murray advised that there is overtime built into the schedule. Someone has to be at the plant 7 days a week to check the pump stations. They do not have to occupy the Sewage Treatment Plant. They do have to obtain readings. That is something the Village cannot get away from. Right now, we are paying Cameo Pollution Control \$110 an hour to fulfill the second license. The Board is putting together the manpower estimates of exactly how much each employee in each job classification costs so they can do a benefit analysis to see if it is cheaper to keep a contractor or not. There are possibilities being discussed. They do have a projected plan. Mayor Murray did not want to discuss a personnel issue. One of the reasons why they are putting together the manpower estimate, as well as what it costs per gallon, is so that we can more accurately charge people who are dumping in. Reviewing the revenue generation from 1987 to 2009, Mayor Murray found that it varied from \$29,000 to \$90,000. That raised a red flag for him that we were not calculating our expenses correctly. That is what they are doing right now.

Ms Absenger wanted to know if we needed two licensed people at the treatment plant at all times. Mayor Murray advised that Village Attorney Porteus has been at the County Board. She advised that we need a licensed person at all times. We should always have a second person in case the first person gets ill, is out or on vacation, and for weekends. They need someone to cover this. We did not have a second licensed person, so the contractor was hired to cover that need. The Board is looking at the cost of keeping them or hiring a second person. They have to take into account that the first licensed person might be retiring. Mayor Murray commented that the Board is still reviewing all the options at this time and has not yet determined the best solution. There are a lot of things going into estimating the value and how much it costs to operate. They never had those facts before. They can only estimate what the projected costs are currently. A budget has to be passed now. The Board has only had a three week period to try to get the best value for our dollar.

Trustee Zachary commented that this came up at the preliminary budget hearing. There is a lot that the Board wants to look at over the course of time. They cannot deal with everything and still have the budget in place by June 1. They are doing whatever they can, juggling numbers and cutting where they can now. The Board plans on assessing a lot of other things during the course of the year, like the telephone contract. They cannot redo all the Village's contracts in two weeks. They are looking into the budget line by line, on a reasonable degree. For the treatment plant, in a couple of years the licensed person will be retiring and we need to have a backup. Maybe someone in the Highway Department could get licensed as a backup rather than wait to the last minute. But they need time to look at all that.

Henry Hrdlicka, 135 Bannon Avenue, commented that when they went over the budget at the Budget Hearing before, they did not have Comments From The Floor until later. He commented on page 2, 1010.102 Legislative: Board of Trustees under Part-Time Services.

\$2353 was expended. The budget is saying \$4400. He feels that we can save a little bit there. He noted that \$3,000 was already added to 460. Mayor Murray noted that they could move the \$4400 down to \$3000. On the question on line 1010.102, Village Administrator Hay will check to be sure of what comes out of that line. It includes the Secretary to the Village Board and the videographer. Mayor Murray advised that \$1400 will be taken out of this line. He would like to leave some money in there in case a verbatim transcription is needed. It will be budgeted as \$3,000 for this year. The Mayor Murray wanted to leave the \$4,000 in for training programs.

Mr. Hrdlicka asked about page 3, line 1325.410 under Insurance. \$6171 was expended last year and \$10,000 is budgeted this year. Village Administrator Hay advised that this is the insurance. It gets bid out every year through the Village's insurance agency. He shops it around. The budget number is to give a cushion depending on how the bids come back. Mayor Murray commented that he would rather not change that line as they are not sure what the insurance is going to cost.

Mr. Hrdlicka questioned line 1325.440 under Supplies. Expended was \$4400 and budgeted was \$7,000. Mayor Murray advised that on this evening's agenda is a Resolution to use the Inter-Municipal Agreement to jointly bid for some of our office supplies. He recommended making this line \$6,000. The Board concurred.

Mr. Hrdlicka questioned the line 1325.460. They used \$15,500 and budgeted \$19,000. Village Administrator Hay advised that this is also for the computer expenses. It includes the licensing agreements but we also need to upgrade the accounting program. We are far behind the times and we need a new server. Some of that should come out of Other Expenses or Computer Expenses.

Under Staff, Law-Village Attorney, Mr. Hrdlicka commented that they spoke before about line 1420.100 for the Attorney. Mayor Murray noted that the money in that line is in case our Village Attorney has to recuse herself and we need outside counsel. Mayor Murray wanted to keep the \$10,000 in the line for these other expenses.

Mr. Hrdlicka questioned page 4, line 1620.200, Buildings – Central Garage – Equipment. The line went from 0 expended to \$5,000 in the budget. Village Administrator Hay advised that there are some renovations for the building needed, including a back flow preventer for the water system at the Village Hall; the garage roof at the Village Hall is flaking off. Those were considered as possibilities to be done this year. Trustee Knickerbocker noted that some things are required by law, like the back flow preventer. Village Administrator Hay advised that it would cost approximately \$3,000. Mayor Murray commented that perhaps the line should then be increased or there would not be money to fix the garage roof or other unforeseen needs. The Board decided to leave the line unchanged.

Eileen Absenger wanted to know if the Board would be having meetings such as Work Sessions between regular Board meetings; and if so, would the Secretary be taking Minutes and is that included in the reduction the Mayor made to the budget. Mayor Murray advised that the Board would be holding Work Sessions at which the Secretary would be taking Minutes. There is still an increase in that line. The minutes that will be taken in the Work Sessions are not going to be verbatim. They are going to have synopses similar to Planning and Zoning Board. As long as they get the gist of the conversations to know what it was about. Mayor Murray advised that the Secretary would not be getting a raise.

Angelo Iacomini, Donahue Court, commented that he noticed on pages 15-16 under Salaries, they still have Penney Pierce-Baisley's salary, the intermediate typist and Deputy Clerk. That is \$75,000. Because they have been pretty much running for a year without that individual, he wanted to know if that \$75,000, which also equates to benefits, can be looked into as a savings.

Mayor Murray advised that the Deputy Clerk's duties were transferred to another person on the office staff. They are receiving that stipend. The Board went through the union who agreed to the way the stipend was moved over to fill that position. Village Administrator Hay advised that regarding the other position, it is partially funded. It is  $\frac{3}{4}$  to  $\frac{1}{2}$  funded. The Board is talking about the possibility of getting a part-time person at some point this year because without having the person there, some of the work has fallen behind and needs to be caught up. A part-time person would make it easier. Mayor Murray commented that one of the reasons they did not actively go out and fill the position immediately is that the Village Administrator only recently began with the Village and they want to get the work load together to determine what the needs will actually be. There is no way the Mayor wants to hire a person at that rate. He has looked to fill it part-time. He has discussed this with the Village Administrator. He wanted to have \$35,000 funded in case they find that due to the workload, they need that position. They are going to be changing a lot of policies and other things. He wants the Village Administrator to get accustomed to his position. It is not fully funded and was not last year either. Mr. Iacomini wanted to know if it can be given as a percentage or dollar value that can be put into some other area that the Village actually needs. Mayor Murray noted that it is not in the budget. The excess amount for those positions is \$35,000 or \$40,000. Village Administrator Hay advised that the salary combination for the Village office was close to \$100,000. So there is about \$50,000 left in there. The position is not fully funded. Mr. Iacomini commented that there is some confusion on his part because in the budget document it shows \$71,000. Mayor Murray commented that if there was \$71,000 for her pay plus the medical and benefits, he wanted to cut that down to \$40,000 and take the other money and put it somewhere else. When they ran through the numbers, they discovered that the position has not been fully funded since she left. They transferred the Deputy Clerk position's stipend to another employee to fulfill those duties. So even though they did not hire another person to replace Penny Pierce-Baisley, that money is still being expended and the position is filled.

Mr. Iacomini questioned the Fire Inspector line for \$4500. His understanding is that the Building Inspector is certified to do the same job. So to Mr. Iacomini, this appears to be an additional \$5,000; a redundant \$5,000. Mayor Murray commented that the Fire Inspector is very knowledgeable in the fire codes, very experienced in the fire service and has been a member of Buchanan Engine Company for 45 or 50 years. He has an extensive resume' in fire protection with IBM where he was a supervisor for fire protection services and the hazardous materials response team. He brings a lot more to the position in expertise. If for some reason we come to an area where we do not need or want a Fire Inspector, or he does not wish to continue to fulfill those duties, the Board can look at other places such as using the Town of Cortlandt or using our Building Inspector. His level of knowledge and experience is of value to the Village residents.

Trustee Zachary commented that a Vehicle Replacement Fund for the Fire Department was restored to the budget at the preliminary budget hearing. There is nothing like that for the Highway Department or for Police Department vehicles which are both vehicle intensive departments. Trustee Zachary felt that it was a little short sighted to not have a fund for them. We do not have a ton of money to put in a fund for them right now but he would like to put in a minimum amount to establish that line as a beginning point. He recommended putting \$1,000 each in the line as a start while they assess what could be done in the future. Mayor Murray suggested going through a few more lines to see if there was some place where money could be removed from. He noted that they learned today that we took a \$20,000 hit in revenue that now we are not going to be receiving. That must now be reduced from the projected income. There are a couple of lines that could be reduced. One is the Planning line.

Mayor Murray commented on page 8, line 8020.460, Planning - Other Expenses. The \$17000 is currently for our planning consultant. Last year, he agreed to come on an "as needed" basis. He is only called when needed. The \$17,000 is over-estimated. The Mayor recommended reducing this line to \$8,000. The Board was all in favor of this reduction.

Mayor Murray advised that last year's expenses were \$6300. This is because we had always had a planning consultant sitting on the Planning Board. We shared the services with the Town of Cortlandt who charged us and there were some disagreements. Speaking with the Chairman of the Planning Board last year, it was concluded that F. P. Clark would offer those services on an "as needed" basis at an hourly rate. We do not have to have a contract with them. There is no minimum fee. The Planning Board schedule has been relatively light. Mayor Murray feels that \$17,000 is too much. He noted that they will increase the budget 15% to 20%. In consultation with the Chairman of the Planning Board, he feels it is a reasonable amount.

Mayor Murray commented on the pool. Last month, the Board discussed opening it later in the season to save some money, and keeping it open to a later hour in the summer time. It was felt that a 7:00 PM closing is a little early in the summer. They would like to keep it open to 8:00 PM to encourage more attendance and people staying longer. The Mayor commented that we have to try to offset that and save some money. He would like the residents' comments and those of the Board members concerning opening up later, on June 23 when school gets out, instead of opening the three weekends in June.

Trustee Funchion commented that he saw that the pool is going to be open for the Boy Scouts. Mayor Murray commented that if it is going to be closed, they will have to contact them and advise them that they would be able to use all our other facilities. Trustee Funchion agreed with the Mayor's recommendation. He felt that it might be beneficial to wait the other two weeks and then open later during the hot months of the summer.

Trustee Knickerbocker wanted to know if the figures for the pool that she requested at the preliminary budget hearing were available. Mayor Murray advised that the Recreation Supervisor was present and could go over them along with some other cost savings associated with the employees. The Mayor noted that some policies were being changed regarding seasonal employees. Recreation Supervisor Nancy Bayer commented that if they chose to open the pool four weekends later, on the weekend of June 25, they will save approximately \$2,835.00. To keep the pool open one extra hour from June 26 to September 6 on weekends, which is 21 days, it would be approximately \$950; and \$950 for weekdays during the same time period, for a total cost of \$1900. The net savings would be \$2,835 by keeping it closed.

Trustee Knickerbocker wanted to know if that was just salaries. Recreation Supervisor Bayer advised that it was just salaries. It did not factor in chemicals, electricity and maintenance. Village Administrator Hay commented that it was difficult to figure that out on a weekly basis. We spent \$1600 on chemicals up front but it is difficult to tell exactly how long that was going to last before they were bought again, in August. With the electricity, it is difficult to figure out for just a few weeks. He feels that those savings will not be as substantial as the savings in salaries. Trustee Knickerbocker wanted to know the cost for chlorine, filling the pool and maintenance which could then be divided to give a rough estimate of what it costs per week to run the pool. She noted that they would open it later, not in the middle of May and running it for over a month but in the middle of June, because they are not going to just suddenly open it up and it will be ready on June 26.

Mayor Murray asked for the Board's comments on opening on June 19. He felt that if it is opened on June 26, you are not giving the workers the ability to get accustomed to the functions with the public. It would be a major impact to the day camp and with the schools getting out. He recommended opening on June 19. The \$2800 savings was reduced to \$2100, approximately \$770 per weekend. Mayor Murray would like the pool personnel to get accustomed before they get a big rush of people.

Trustee Zachary wanted to know what the usage pattern was for the pool and were they closing on weekends when it gets a lot of use and keeping it open for an extra hour when it is not getting

a lot of use. Trustee Knickerbocker commented that last year, they were supposed to keep a record of the daily usage of the pool; to see how many passes came in and how many non-residents there were. Mayor Murray advised that the Board had asked for it but that record was not compiled.

Mayor Murray would like to keep it open a little later to get more usage. He feels that a 7 PM closing is a little early. Recreation Supervisor Nancy Bayer commented on opening at 11:00 AM instead of keeping it open until 8:00 PM. It would open one hour earlier and still close at 7 PM because when camps are closed and weekends are all around (??), other public pools open at 10:30 or 11 AM. We currently do not open until Noon. So a lot of our people could possibly go the Town of Cortlandt or elsewhere. She recommended opening earlier, at 11 AM, rather than keeping it open until 8 PM. Or the Board could do both. Trustee Funchion commented on the pool being open when the camp is open. Ms. Bayer noted that it would be open one extra hour on weekdays from August 9 to September 6 when the camp is in session. On weekends, beginning with whatever opening date is determined, it would open at 11 AM instead of Noon. Trustee Knickerbocker wanted to know if the Seniors still use the pool at a scheduled time. Ms. Bayer advised that they take their daily swim at 11:00 AM. Trustee Zachary wanted to know if the camp is also using the pool at that time. Ms. Bayer advised that during the camp session, they would still open at Noon. When it ends on August 9, we would open at 11:00 AM.

Trustee Zachary commented that, aside from chlorine and electricity, they are looking at a net savings of \$935. Mayor Murray noted that if they open on June 19, that is reduced. Trustee Zachary commented that while the Board is looking to save everywhere it can, that is not a large amount of money. He feels that in general, the Board wants to make it more appealing and increase usage. Trustee Zachary noted that today, he had gone over with the Recreation Supervisor some other areas concerning the pool separate, from the budget, which can be brought up later.

Ms. Bayer commented that the physicals given to the lifeguards, age 18 and older, could be cut out and have them submit one from their own doctor. That is a savings of \$2465. The camp staff is a savings of \$3400. If we do random drug testing instead of testing every person age 18 and older, it is \$110 per test; that is \$4,180 in savings. She noted that these are estimates but comes out to approximately \$10,000 in savings. Mayor Murray commented that he felt them to be reasonable estimates.

Trustee Funchion wanted to confirm that the lifeguards are only paid when they work. If it is a rainy day, they are not paid. Ms. Bayer advised that is correct. They get from \$8.25 to \$9.75 per hour. She used an average of \$9.00 per hour in her estimates. Trustee Funchion wanted to know how our pay scale compares with other pools. Ms. Bayer advised that most places are an hourly pay for lifeguards. Mayor Murray noted that we pay a lot less than anybody else.

Mayor Murray set the opening for June 19 and the hours from 11:00 AM to 8:00 PM. He commented that should make it a wash with the cost savings for the three weeks and expenditures for the extra hours. We are saving the money on the drug testing and physicals. He feels that we should then get more participation at the pool. The Board has to do what they can to get more people out there or it will have to be closed. Village Administrator Hay will send this information to the residents. The Board members concurred. The Mayor called for any comments from the floor on this matter. There were none.

Trustee Knickerbocker wants, as was requested last year, that whoever is in charge of pool admissions keeps records on who is using the pool so the Board will have better information for next year.

Mayor Murray recommended an estimated budget reduction for all of those pool related items combined, and to not go through each individual person and position. Since the first two cost savings and expenditures are a wash, for the change in hours, and the physicals and drug testing savings are estimates, he recommended a cost savings of \$7,000. The Board members concurred.

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Trustee Zachary commented on Page 8, Zoning, line 8010.100. It shows the regular salary of \$60,200 budgeted. Village Administrator Hay advised that it included the Building Inspector's salary and that is why the figure is so high. He noted that on page 15, that salary is listed as \$35,360. Trustee Zachary is unsure why we are showing \$60,000. He wanted to know if it was because in the past, the Building Inspector was a full time position. Village Administrator Hay advised that this line includes payment for the Building Inspector as well as members of the Board. Trustee Knickerbocker commented that last year, expenses were \$69,000. Trustee Zachary noted that the Zoning Board members get \$2,000 a year. Trustee Knickerbocker noted that the Zoning Board Chairman gets \$2500 and the board members get \$1925. Trustee Zachary commented that even adding that in, it did not add up unless something else is included. Mayor Murray advised that some things included could include engineering expenses. The Zoning and Planning Boards require a lot of engineering. We have never met our engineering expense budget. We did expend \$68,000 last year. This year we are budgeted for \$55,000 but the Mayor referred to his comments at last month's meeting that we are already at \$70,000. That was as of January 10. He is estimating that we will be way over budget for last year's engineering fees. He would rather not change the line. He noted that we do charge the commercial applicants for engineering but not residential ones.

Trustee Knickerbocker commented that two areas she had looked at are being addressed. The pool has been addressed and the Village Administrator is looking into the insurance with the carrier. He is also looking onto the [perma ??].

Trustee Funchion commented that the Village Administrator Hay is looking at the phone costs.

Trustee Smith commented that if the budget looks good 6 months into the year, he would like to get money into the Contingency for a police car. Mayor Murray would also like to get money into the Contingency for a police car. Mayor Murray would also like to get money into the Contingency for a police car. Mayor Murray wanted to know what has now been cut out and what has been saved in the budget. With whatever is left over, he would like to do the vehicle replacement fund. The Village Administrator advised that it was approximately \$20,000. Mayor Murray wanted to know if that included the \$19,500 reduction in revenue the Village would be receiving. The Village Administrator advised that it did not. The Mayor noted that equaled the savings so it is a wash. The Board members had received a memo concerning the revenue reduction.

It was determined that the budget was now back to approximately 3.7. The Mayor commented that they had to somehow take that \$20,000 out, so they would have to find further reductions and savings.

On a question from the Mayor concerning on retirement pay outs and what would be left in the Employee lines for Estimated Retirement, the Village Administrator advised that one employee is retiring as of the end of this week and will be paid out of this fiscal year. Next year, another is retiring sometime in June and will be paid out next year's. It is approximately \$45,000. Mayor Murray wanted to know if they are fully budgeted for those two vacancies. The Village Administrator advised that they are in the budget. Mayor Murray recommended adding \$10,000 to the Police Department line, under Equipment. He noted that \$10,000 is 0.6%. He recommended taking \$11,000 out of one of those positions so they can still fund the position and have the police car with an approximately 4.6% tax increase.

Mayor Murray wanted to make sure that we had the money for the street light maintenance. Village Administrator Hay advised that it is still in there as \$13,000.

Mayor Murray wanted to know if there has been change in finding a CD for the Recreation Fund money. Currently, it is in a money market account receiving 0.1% interest. The Mayor recommends moving it to a one year CD at 1.5% interest. Village Administrator Hay is still checking with NYCOM. There are still restrictions on municipalities going to a credit union. He received an e-mail from NYCOM on this specific issue. They are working on changing the legislation but restrictions are currently in effect.

Trustee Zachary commented that he took a look at the pool with the Recreation Supervisor. There are a lot of things that need to be worked on. There is a lot of rust. There must be a general Spring maintenance and painting done. There might be some safety issues. There are rusted out tables. The support of the diving platform is rusted. The toilets are approximately 40 years old. He feels that investing a little money in the pool will make it more appealing, attract more people and get better use out of it. Currently, it is generally an eyesore with an institutional look. He commented that since it is the Board's intention to draw more people there, they need to do some work on it. He recommended possibly building a small structure off to the side of the office that could be run as a concession stand selling cold drinks and snacks and having a grille. Once built, it could be franchised at a flat fee so that the Village does not have to operate it. There are ideas being discussed. They cannot happen prior to the opening of the pool this year. In response to a question from the Mayor, Trustee Zachary advised that there are no cost estimates yet for the repairs he cited. He wanted to know what was normally done in the Spring. Bobby Wheeler advised that weather permitting, they paint and tidy up as best they can with what they have. Every year, they spend days fixing the concrete and putting "band aids" on it. Trustee Zachary will discuss this further with the Recreation Supervisor. They have to look into the costs and come up with a prioritized list. He noted that there are some immediate safety things that must be fixed now, like a gate in the back where barbed wire is hanging down. There are other things that are on a wish list.

Mayor Murray commented that they do have a little room in the budget. Under Power, they almost doubled the estimate. Insurance is also an estimate, also almost doubled, because they have not yet got the information back. The Mayor feels that once they get the amount for the insurance, they should have a few thousand dollars there. They also budgeted \$10,000 for Other Expenses, so there is some money there. Mayor Murray commented that he does not feel comfortable increasing something so much where they do not understand what things will cost. Trustee Zachary commented that since they could use those few thousand dollars for the immediate needs, they could then put together a better plan for going forward.

In response to Mayor Murray's request, Village Administrator Hay advised that with the revised budget amounts, it would be a 4.48% tax increase. The Mayor wanted to know if the Board was comfortable with that or wanted to include more money for repairs. If they were to add another \$4,000 that would be an approximate increase of another 0.3%. Mayor Murray recommended adding \$3,000 to Municipal Pool – Equipment line 7180.200. It had been reduced because they had thought they would be in a CD with an estimated interest of 1.5%.

Trustee Funchion commented that this would be increasing the amount of money for the pool's preservation. He commented that they are not sure of its status and viability. He feels they should be conservative in how much money is put into the pool so as not to throw good money after bad. He wants to look at the breakdown of who uses the pool and when that will be compiled this summer. Right now, he feels the Board cannot make a determination if the pool is advantageous to the community or not. Mayor Murray commented that they are going to compile those figures. They are trying to attract people to the pool and to make it better. He does not feel that \$4,000 is unreasonable for repairing now some of the things needed to do that.

Mayor Murray wanted to know if the Board was comfortable with a 4.75% tax increase based on the budget as amended. Trustee Smith wanted a 4.03%. Mayor Murray noted that this past week, they found that we have lost \$20,000 in revenue. That is a 1.3% tax. If they would have been able to have kept that revenue, they would have been able to reduce the budget and kept everything they just put in. He is hopeful that they can do what they can do.

Trustee Knickerbocker noted what we are getting for that 4.75%. Some things were added that are really necessary. Now we are going to have a \$50,000 Contingency. We have money for equipment for the Highway Department. She commented that nobody is looking to raise taxes. We are finding ourselves in a situation where repairs are necessary and some things that are absolutely needed. Trustee Smith agreed that there is nothing frivolous or unnecessary.

Mayor Murray noted that they added \$25,000 back into the Fire Department Vehicle Replacement Fund. They added approximately \$19,000 for maintenance to the Highway Equipment budget because it is such bad shape. That has not been done in years. Our snow plow is severely damaged so a new one will be purchased for \$10,000. Money has been put toward the infrastructure. They have not added things that are frivolous. These are things that we absolutely need. We cannot go through the winter with a bad truck or snow plow. They are looking to cut costs. We needed to replace vehicles for the Police Department. Last year, we bought used vehicles to save money. We cannot keep purchasing used vehicles because you do not get the life out of them. The Mayor commented that you do not know how abused they are. It is like buying a rental car. He noted that they were able to cut some funds and put the equipment needs back in. He feels it is a good and reasonable budget.

He invited the public to make any further comments about the budget before the Public hearing is closed.

Angelo Iacomini commented on page 8, line 100, Zoning Board - Engineering fees. He understood that this included the Engineer's fees. Mayor Murray advised that they might be in that line but he did not know. We have been over budget with engineering. The majority of that comes from Planning and Zoning issues. Between June 10, 2009 and January 1, 2010, we have been billed \$88,000 for engineering. \$19,000 of that was sent back to the applicant because they were commercial properties. \$19,000 was for water distribution and \$30,000 was for the Sewage Treatment Plant. \$5,000 was Cook and \$2300 was for accessory apartment review. There are a lot of things that went into the engineering expense. It is \$10,000 to \$13,000 per month in engineering fees. We have never met that budget. The closest they came to being within the budget was in 2008 when the bill was \$75,000. At the last budget hearing, he suggested increasing the line to \$75,000. He believes that is what was paid. Mayor Murray was hesitant to remove anything out of that line. The Building Inspector's salary also comes out of that line. So you are not talking about \$60,000; rather you are talking about \$25,000.

Mr. Iacomini commented about Zoning, line 8120.460. It went from \$484 in actual expenses to \$3,000. He wanted to know if more could be save there. Trustee Zachary advised Zoning Board members are required to update their credentials every year. It was for conferences and training. Everyone is going to Rockland County. He used to go to the annual Planning and Zoning conferences when it was drivable. That is what that money is for.

Mayor Murray noted that they reduced the Telephone budget by 50%. They are going to bundle the server. If that cannot be done this year, they will have to move money within the Zoning Board.

Mr. Iacomini commented on breaking down Other Expenses into detail so they would better understood. The same would apply to Park Maintenance Recreation where the budget shows an increase. He has no disagreement if that money is to be used. He would like to see what it is

being used for. There should be a plan to show where the expenses are being used. Mayor Murray advised that the Board cannot project every individual cost for every individual department. If they were to move that money and need it somewhere else, they have to do the budget transfers. They are not going to do yearly budget transfers, as was done in the past. They are going to do that quarterly. They are working on that as a policy change. They have to be able to move the money around. They cannot estimate every single expense. They try to budget for what they know will happen but you still need something extra. It is just like doing your checkbook. Mr. Iacomini felt that the large percentage increases such as those in the lines he cited needed to be detailed in order to be understood; especially Other Expenses. Mayor Murray advised that the Board is working with the Village Administrator to set up what the budget codes are. There are certain budget codes that have to be used. There are certain codes that are mandated for expenditures and manpower. It is hard to do. We all have the same concerns. So many things have to be broken down. You need more than the three weeks this Board had in order to do that. These are the processes that the Board is going through and the policies being set up. There is a backlog. There are things that have to be done and things that are going to be done. They are trying to do the things that have to be done so as to get to the others as soon as possible.

Trustee Zachary commented that the new computer system will bring the Village into the 20<sup>th</sup> Century.

Henry Hrdlicka, Bannon Avenue, commented on sludge removal. At the Public Hearing, the question was asked concerning what was the bid amount. He wanted to know if the Mayor had that number. Village Administrator Hay advised that in the current budget, they bid out for \$2.2 gallons. The best bid they received was \$206,000. The 218 is if they have any overages in the contract. Mayor Murray commented that when we bid out our sewage, we have to give a number for the estimate. Everybody has to have the same chance. The Board took the lowest bid and budgeted for that.

At 8:47 PM, a MOTION to close the Public Hearing to accept the budget as amended was made by Trustee Knickerbocker, seconded by Trustee Smith with all in favor.

## **6. NEW BUSINESS:**

### **a) 10-21 RESOLUTION ADOPTING 2010-2011 VILLAGE BUDGET.**

A MOTION to accept the budget as amended in the Public Hearing was made by Trustee Smith, seconded by Trustee Zachary with all in favor.

### **b) 10-22 RESOLUTION AUTHORIZING UNPAID WATER CHARGES TO BE INCLUDED IN THE VILLAGE TAX BILLS.**

Mayor Murray read the resolution (copy attached).

Trustee Funchion wanted to know if these water charges, which are not tax deductible, which will now be added to the individual taxes that residents owe, then become tax deductible. That would be unfair to people who do pay their bills and give an unfair advantage to those who do not.

Village Attorney Porteus advised that these water charges can be included on the tax bill per Village law. It is a lien on your property. It is not the same as your property taxes and appears as a separate line. The law allows you to put a lien on the property until they pay their water bill.

Mayor Murray advised that these are past water bills. As everyone knows, the water bills were due today but this is for water charges due last year.

A MOTION to adopt this Resolution as presented was made by Trustee Zachary, seconded by Trustee Knickerbocker with all in favor.

**c) 10-23 RESOLUTION AUTHORIZING INTER-MUNICIPAL AGREEMENTS WITH THE TOWN OF CORTLANDT.**

Mayor Murray read the Resolution (copy attached).

A MOTION to adopt this Resolution as presented was made by Trustee Knickerbocker, seconded by Trustee Smith with all in favor.

**d) 10-24 RESOLUTION AUTHORIZING INTER-MUNICIPAL AGREEMENT WITH WESTCHESTER COUNTY FOR MUTUAL AID AND RAPID RESPONSE PLAN FOR POLICE DEPARTMENTS IN WESTCHESTER COUNTY.**

Mayor Murray read the Resolution (copy attached).

Trustee Zachary wanted to know the terms and conditions for the reimbursements if we send our department to another municipality. He wanted to know how the fees were established.

Police Chief Tubbs had not seen the agreements. They were sent directly to the Village Administrator, so he did not know. Village Administrator Hay advised that it is whatever the Village's cost of time and equipment are. We are reimbursable by the requestor of the services. Also covered would be any damage to equipment.

Chief Tubbs noted that we are only required to send one man on a delayed response. We would not vacate the Village of the one officer on coverage at that time. We would have to call somebody in. Trustee Smith wanted to know if this covers prisoner transfers. Chief Tubbs advised that is a separate contract with Westchester County. Mayor Murray noted that this agreement covers from 2010 to 2015. Trustee Smith wanted to know Chief Tubbs' opinion on this agreement. Chief Tubbs commented that it would probably be in the Village's favor. We probably would need more help than we would have to provide. Hopefully, it will never have to be used. The last time it was used was in the 1970s when there was the large protest at Indian Point. Trustee Knickerbocker commented that considering that we are a very small community with a very small police department and a nuclear power plant, this would benefit our community.

A MOTION to adopt this Resolution as presented was made by Trustee Funchion, seconded by Trustee Knickerbocker with all in favor.

**e) 10-25 RESOLUTION WAIVING FACILITY FEE FOR PACK 36 BOY SCOUTS OF AMERICA**

Mayor Murray read the Resolution (copy attached).

Trustee Funchion commented that this would have to be amended if the pool is closed. Mayor Murray commented that they will have to notify the applicant that the pool will not be available on that date. The date requested is June 6. The date will be included in the

Resolution. The insurance certificate number in the attached letter was incorrect. The certificate of insurance supplied with the letter has the correct date. Mayor Murray advised that the Boy Scouts are non-profit. It has been the Board's custom to give free use of our facilities to non-profit organizations and that is why they waived the fee.

A MOTION to adopt this Resolution as presented was made by Trustee Zachary, seconded by Trustee Knickerbocker with all in favor.

**f) 10-26 RESOLUTION WAIVING FACILITY FEE FOR BUCHANAN-VERPLANCK ELEMENTARY SCHOOL'S ANNUAL PICNIC.**

Mayor Murray read the Resolution (copy attached).

Trustee Zachary noted that they did not request use of the pool. Mayor Murray noted that the date is Friday, June 4, the rain date is June 11 and that these should be included in the Resolution.

Village Administrator Hay advised that they have now received the insurance certificate (which was not attached to the letter). The Resolution will be amended to include the dates and to remove any reference to the pool since it was not in their request.

A MOTION to adopt this Resolution as presented was made by Trustee Knickerbocker, seconded by Trustee Smith with all in favor.

**g) 10-27 RESOLUTION AUTHORIZING THE EMPLOYMENT OF SUMMER SEASONAL PERSONNEL.**

Mayor Murray read the Resolution (copy attached).

This is for the Highway Department. The start date is June 1. Mayor Murray requested that start and end times be included in this and future Resolutions.

A MOTION to adopt this Resolution as presented was made by Trustee Smith, seconded by Trustee Zachary with all in favor.

**h) 10-28 RESOLUTION AUTHORIZING THE EMPLOYMENT OF RECREATION PERSONNEL.**

Mayor Murray read the Resolution (copy attached).

Trustee Funchion wanted to know if we have given preference to Village residents before hiring from the outside. Mayor Murray advised that people previously employed by the Village whose performance was satisfactory are brought back and a number are Village residents. They are asked back first. He does not believe there is any policy that would not allow hiring non-residents. The memo will be amended to reflect the change to the dates and hours the pool will now be opened.

A MOTION to adopt this Resolution as presented was made by Trustee Knickerbocker, seconded by Trustee Funchion with all in favor.

**7. INFORMATION FROM OFFICERS AND DEPARTMENTS.**

a. Wastewater Treatment Report – October, November, December 2009

Mayor Murray requested that in the future reports he wanted to include the Cameo company's (outside contractor) plant operators; how many hours they were there, the cost per month and when they were used. He would like that to be included each month regardless of whether or not they were used that month.

Trustee Zachary wanted to know regarding the overtime if when they have to inspect the pump station on the weekends there was only one person going out. Mayor Murray advised that it was only one.

Received and reviewed.

b Zoning Board Minutes – February 10, 2010; March 10, 2010

Read and reviewed.

c. Attorney's Report:

Village Attorney Porteus reported that the Board of Health hearing on the violations at the Sewage Treatment Plant has been adjourned until June. She has been working with the Village Engineer. They have gotten a schedule to the engineers at the Board of Health. She is very hopeful that at the hearing in June, the matter will be closed pending the time at which the entire project is concluded, at which time it will be dismissed.

d. Trustee's Reports:

Trustee Knickerbocker reported that April 23, she attended Buchanan Engine Company's Annual Dinner-Dance. She commended Mayor Murray who was nominated as Fire Fighter of the Year for the second consecutive year. Mike Scott was the runner-up and also received his 25 year pin for service. Bob Outhouse, who was in the audience this evening, received the John Heady Award. Randy Hesselgrave was named Member of the Year. The Humanitarian Award went to Pat Cody and Holly Eichler (sp?). It was a great event and Trustee Knickerbocker enjoyed being out with our firefighters and residents.

On April 23, she went to a 50<sup>th</sup> wedding anniversary party for Dorothy and George Malles at the Travelers Rest Restaurant. She presented them with a Proclamation from the Village.

Trustee Knickerbocker announced that there is a circus coming to the Cortlandt Town Hall, sponsored by the Cortlandt Manor Rotary Club, on June 17 at 4:30 and 7:30 PM. It is a fund raiser for them and residents are asked to support it.

Trustee Zachary reported on the web site and e-mail links. He has had trouble with his passwords and access. The Village Administrator is working on that. He requested that any member of the public who tried to e-mail the Board to not give up. If you did e-mail something and he did not see it yet, he is trying to get on to that site and will use it. Village Administrator Hay advised that the site is working now and that Trustee Zachary did not have any e-mails. Trustee Zachary wanted to encourage everybody to use the site and send their opinions and questions to him.

Trustee Zachary reported that he met with the Recreation Supervisor and looked at the pool. They generated a list and they will be working on that in the months ahead. There are a lot of things that have to be done right away and some are for planning purposes.

Trustee Zachary attended a Democratic Party Committee brunch. He brought this up because as with the NYCOM annual meetings and training sessions and the Westchester Municipal Officials meetings, it provides an opportunity to interact with other elected officials, get information and to share ideas. The topic of shared services came up at this meeting. He felt it was a valuable experience. Some of the Board members will go to NYCOM training convention in Saratoga on May 16 and will report at the Board meeting after their return.

Trustee Smith wanted to know, now that we have the bond for the roads and the plant, is there a plan for when it is going to kick off.

Mayor Murray advised that right now, we are still in the engineering phase. In his report, he will speak about that. He spoke to a majority of the mayors of Greenburgh. One of the ways they were able to save money was to do joint bidding on their asphalt. When they bid it out individually, it was approximately \$100-105 per ton. When they bid it jointly, it was \$85 per ton. The engineering for the roads is not completed. The Mayor wants to set up meetings with neighboring municipalities. Hopefully, we can get a big reduction on the cost per ton. The Mayor commented that joint bidding might be a little bit of an issue. But the engineering is not yet completed on that or on the plant. The Mayor reported that he just spoke to Senator Gillibrand's and Senator Schumer's offices who gave the Board information on grants that are available to us right now. In speaking with them, Mayor Murray found out that the Village did not put anything in for any appropriations for this year. February 19 was the cut off, which we missed. We will not miss it next year. Mayor Murray advised that the engineering is not completed but is going forward. It is \$950,000 for the roads. If we can save 10%, we can do 10% more road. Trustee Knickerbocker reported that we have still not heard from the DEC on the grant, which was put for in October. No decision has been made yet.

Trustee Funchion reported that for his first month, he wanted to thank Village Administrator Hay for being a great help. He thanked the staff in the Village office. They have helped him to understand the workings of the Village government. He noted how different it was from the workings of the Federal government where he worked. As Trustee Zachary also reported, Trustee Funchion has been to different conferences where they met other elected officials from Croton and other areas around Westchester County. He and Trustee Zachary will be going to NYCOM in Saratoga for some training in local government. They are looking at everything and every way they can possibly save the dollars. They just jumped on board and he likened it to jumping onto a moving merry-go-round. But in the coming year, they will work very hard to save every dollar they possibly can to keep the Village of Buchanan a nice place to live.

#### Mayor's Report:

Mayor Murray reported that he tries to get as much information as he can from everywhere he can get it. In speaking with different municipalities, he learned that there is an organization called the Northern Westchester Energy Action Consortium. They are a group of municipalities that apply for grants and joint purchases. Buchanan is the only community between the Hudson River and Connecticut in northern Westchester that is not participating. There are over 13 communities who currently do. We can join as an observer at no cost. If we wanted to become a member and enter into these joint purchases, it would cost \$1,000 a year to have a joint bidding with the Energy Consortium. Mayor Murray recommends that we enroll as an observer to sit at the meetings and learn what they are doing. He feels it is a problem when Buchanan is the only community in northern Westchester not participating. He was led to believe there is some value to it. Trustee Funchion agreed to represent the Board at the Consortium's upcoming meeting in Peekskill on May 12 at 6:00 PM. The Mayor will advise him of the meeting's location when received.

A MOTION that the Village of Buchanan enter into observer status with the Westchester Energy Action Consortium was made by Mayor Murray, seconded by Trustee Smith with all in favor.

Mayor Murray reported that he spoke with the offices of both Senator Gillibrand and Senator Schumer. There are ways to try to get Federal funding through the Department of Commerce and the USDA. Hopefully, the Village will be able to obtain some. The Village Engineer and Village Administrator are looking into this.

Mayor Murray thanked the Buchanan Fire Department for their Remembrance Day service. It was a good event. It is good to remember the people in our community who serve us all and help the community. They came before us and made it the way it is. He thanked them for continuing

the Remembrance Day Ceremony which was started years ago and which he looks forward to continuing into the future.

Mayor Murray wanted to recognize Village resident Dwayne Jackson for his vigilance in the attempted bomb threat in Times Square. The Board tried to contact him but he was not available to be present this evening. We will have him at a future Board meeting. Mr. Jackson is a vendor in New York City. He noticed something that was out of place and notified the proper authorities. It turned out to be an explosive device. The Mayor reminded all residents that when you see something that is not right, to say something. Call the police or the Fire Department. We are all neighbors and have to look out for each other. The Mayor commented that it is sad that in these times, we have to have this extra vigilance. But that extra vigilance in recent months has stopped all kinds of things. He urged all residents that if they see something out of ordinary to let someone know.

**8. COMMENTS FROM THE FLOOR:**

None.

**9. ADJOURNMENT:**

At 9:19 PM a MOTION to adjourn this meeting was made by Trustee Zachary, seconded by Trustee Knickerbocker with all in favor.

**9. AUDIT OF BILLS:**

General Fund: \_\_\_\_\_ Water Fund: \_\_\_\_\_

Capital Fund: \_\_\_\_\_ T&A Fund: \_\_\_\_\_

See Abstract of Audited Claim Vouchers for details.

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Kevin Hay