

Public Hearing on the Fiscal Year 2013-14 Budget of the Village of Croton-on-Hudson, NY was held on Monday, April 8, 2013 at the Municipal Building, Van Wyck Street, Croton-on-Hudson, NY 10520.

The following officials were present:

Mayor Wiegman	Trustee Gallelli
Village Manager Zambrano	Trustee Murtaugh
Village Treasurer Bullock	Trustee Raskob
	Trustee Davis

1. CALL TO ORDER:

Deputy Mayor Gallelli called the meeting to order at 7:30pm. Everyone joined in the Pledge of Allegiance.

2. PRESENTATION ON THE FISCAL YEAR 2013/14 VILLAGE BUDGET

Village Manager Zambrano advised that the Public Hearing being held this evening is for the Board of Trustees to hear comments from the Public on the proposed Budget for the Fiscal Year 2013-2014; it is being held pursuant to Village Law section 5-508 (3). Mr. Zambrano stated that the proposed Fiscal Year 2013-14 Budget was filed with the Village Clerk's office on March 20, 2013 and it calls for a Tax Rate increase of 5.38% for Fiscal Year 2013-2014. Mr. Zambrano advised that the appropriations in this proposed Budget are \$915,918 higher than the current Fiscal Year and although the non-tax revenues are at an all time high of \$6,413,983 or 35% of the total appropriations, the proposed Budget requires \$11,206,327 to be raised through real property taxes. Mr. Zambrano stated that the original requests submitted by department heads had required a double digit tax increase. Mr. Zambrano advised prior to submitting that Budget he met with department managers to review their requests and after that review cuts were made that brought the proposed Tax Rate increase to 5.38%. Mr. Zambrano stated that along with the proposed Budget books he included a Budget Message highlighting portions of the Budget. Mr. Zambrano stated that the most concerning areas he would like to highlight today are areas that we, as a municipal entity, have no control over; among them are the contributions to the NYS Retirement System, costs for Liability, Workers' Compensation, and Health Insurance as well as debt service; these have a combined total just under \$537,000 out of the \$916,000 increase in appropriations. Mr. Zambrano advised that individual departmental Budgets reflect either a decrease or a slight increase in expenditures over last year's Budget and this year by far has been the most difficult year for us to bring to

the Board a proposed Budget that maintains services without substantially increasing appropriations.

Treasurer Sandra Bullock presented a summary of the proposed 2013-14 Fiscal Year Budget as follows: **Total Appropriations** \$18,270,311, Non-Tax Revenue of \$6,413,989, Appropriated Fund Balance of \$500,000, Appropriated Retirement Reserve of \$150,000 gives a subtotal for revenues of \$7,063,983, reflecting in a Tax Levy of \$11,206,328. Ms. Bullock advised that the proposed General Fund Budget is as follows: Government Support \$3,374,845, Public Safety \$3,747,835, Public Health \$433,748, Transportation \$2,289,920, Economic Development \$49,970, Culture and Recreation \$1,123,404, Home & Community Service \$445,105, Employee Benefits \$4,438,858, Debt Service \$2,366,626 for a total Appropriations of \$18,270,311 giving an Appropriation increase of \$915,918 from last year. The proposed Tax percent increase is calculated to be 5.38%. **Water Fund** total Appropriations of \$2,176,668, Non-Water Revenue \$41,400 and Metered Water Sales \$2,136,268 with the Budget breakdown for this category as follows: Fund Support \$277,694, Water Administration \$585,784, Source of Supply \$144,789, Transmission & Distribution \$478,759, Employee Benefits \$235,222, Debt Service \$454,420 for a total Appropriation of \$2,176,668. Ms. Bullock advised that the proposed Fiscal Year 2013-14 Water Rate per 100 cubic feet of water consumption will be \$5,890. **Sewer Fund** total Appropriations of \$252,551, Non-Sewer Revenues of \$3,050 and Sewer Rents of \$249,501, Sewer Fund by Budget categories are as follows: Fund Support \$25,298, Sanitary Sewers \$117,767, Employee Benefits \$6,354, Debt Service \$103,132 for a total Appropriate of \$252,551. Ms. Bullock advised that the proposed 2013-14 Sewer Rate per 100 cubic feet is \$.5640. **Capital Fund** is broken down as follows: Comprehensive Infrastructure Maintenance \$200,000, Equipment \$360,000, Fire Department Equipment \$152,000, Emergency Medical Service \$64,000, Police Department \$91,000, Municipal Garage and Parking Lot \$15,000, and Recreation, Parks \$2,930,000, and Water System Improvements \$2,400,000. Ms. Bullock advised that the General Fund is proposing Capital Project Funding of \$3,812,000 and the Water Fund of \$2,400.00.

Trustee Gallelli thanked Village Treasurer Bullock for her presentation and re-cap of the Budget.

Trustee Davis thanked his colleagues on the Village Board and the Village staff for assisting him through his first Village Budget as a Trustee.

A motion to open the Public Hearing on the Fiscal Year 2013-2014 Village Budget was made by Trustee Davis and seconded by Trustee Murtaugh and approved unanimously, with a 5-0 vote.

Virginia Calcutti, 19 Hunter Street, Croton-On-Hudson, asked the following questions: why we are paying retirement for part-time employees; why are the same people going to conferences year after year; shouldn't the Deputies be held back to cover the office during the Clerk and Treasurer's absence; what is "Reimbursable to Legal Firms under 4200.600 Supplies" in the amount of \$6,500; are the amounts in the telephone line just for cell phones.; what is the Out-of-Pocket expense of \$400; why is the Treasurer being paid \$560 for mileage; questioned the purchase of Law and Reference Books/Publications under the Village Clerk and Manager's line of \$1,500 and \$800 respectively; what is Legal/Advertising costs under the Mayor, Clerk and Village Manager's lines.

Village Manager Zambrano responded to Ms. Calcutti's questions as follows; the law specifies that even part time employees that opt to be in the Retirement System are required to be paid by the Village; the conference line includes local one day classes as well; laws and procedures change and if the Village staff does not keep up with these changes the Village will fall behind; the material that is presented at these conferences are part of maintaining their professional accreditation that is required for the staff and is part of their responsibility to attend these conferences; "Reimbursable to Legal Firms in the 4200.600 Supplies" are for materials that the legal firms have to provide that the Retainer Agreement does not cover; the telephone line includes both cell phones and regular telephone lines; the \$400 Out-of-Pocket expense is there to cover costs associated with hosting meetings and purchasing food for staff while attending meetings during the lunch or dinner hours; the mileage reimbursement of \$560 is to reimburse the Treasurer for attendance at business meeting and for travel expenses associated with Village business; the Clerk and the Village Manager's Office require different law books and split the expense between the two departments; by law the Village is required to publish legal notices for Public Hearing and special meetings and they are charged to various departments, i.e. Village Board, Zoning Board of Appeals, and Planning Commission.

Mayor Wiegman stated that part-time elected officials also have the option to join the Retirement System as well and Mayor Wiegman advised that his Retirement Statement reflects that he is up to earning \$37.00 a month after he retires. Mayor Wiegman stated that New York State Law requires that public notices be published in the newspaper and the Village has to purchase that space which is charged to various lines pertaining to that department.

Trustee Murtaugh responded to Ms. Calcutti's question regarding attendance at conferences. Trustee Murtaugh said that the professional staff needs to have training and brought up to speed on changes in various laws and updates in technology. Trustee Murtaugh said that he had attended NYCOM meetings the first two years as Trustee; it was a very fascinating experience and having the opportunity to network with people in other communities and NYCOM staff was invaluable. Trustee Murtaugh stated that there is a lot to be gained at these meetings; more comes back to the Village than the expense that is made and suggested that in the future participants keep a log of the classes they attend and report that information back to the Village Administrator.

Trustee Davis said that the recent conference he attended with the Village Manager and the Assistant Village Manager was invaluable to all of them. Trustee Davis said that the Board and the Staff split up and attended different workshops.

Trustee Raskob said that Law Reference books are very expensive and very over-priced because there is generally one company that publishes them; the small inserts to update these books cost close to \$70.

Bob Wintermeier, 43 Radnor Avenue, Croton-on-Hudson said that he didn't think the Village needed to send so many people to conferences and has never seen any reports back from the staff. Mr. Wintermeier made the following comments; requested that any expense with respect to "Agenda 21" be dropped from the Budget; asked what does the term "Buy-Out" represent; what is the effect the Obama-Care has on Insurance Costs; what does "EMPI or EMPF stand for in the Payroll and Fringe Analysis line; is there a way to get around longevity; do employees have a 401K Plan and questioned the sizeable overtime in the Police Department.

Trustee Murtaugh said that the NYCOM conferences he attended a couple of years ago had forty or fifty different options of classes and when we have three or four people from the Village we are able to cover fifteen percent of what is being offered.

Trustee Davis stated that he actually presented a report on his observations from the NYCOM Conference at the Board Meeting immediately following the conference he attended and suggested that Mr. Wintermeier look back at the meeting tapes.

Mayor Wiegman stated that the Village is a member of a number of different associations and organizations of other local governments that work on various issues and we allocate dues to those various associations.

Village Manager Zambrano responded to Mr. Wintermeier's questions as follows; the "Buy-Out" is for employees that are covered by a spouse and opt not to take the Health Insurance and the employee is paid a portion of what they would have been entitled to if they were receiving the health benefit; he and the Village Treasurer attended a work shop with respect to the effects of Obama-Care and we are looking at the possible impacts and when we have more information we will come to the Board with a report; EMPI and EMPF stands for Employee Individual and Employee Family; there is no 401K Plan offered by the Village; Village employees have a Deferred Compensation Plan that is a New York State Employee Program that allows employees to put money away with no contributions from the Village; our Police Chief will be addressing overtime; the Police Department is in the process of hiring an additional Police Officer but there is one Officer that has been out on Worker's Compensation.

Trustee Murtaugh said that looking at the long term picture with respect to overtime there is a delicate balance between providing a full time job with benefits and payouts into the future as opposed to overtime costs today. Trustee Murtaugh said that he is not an actuary and cannot give all the hard facts but a little bit of overtime saves money thirty years down the road. Trustee Murtaugh said that he is not sure if we are at the correct balance and believes that our Police Chief would like to have another Patrol Officer which would reduce the Patrol overtime. Trustee Murtaugh advised that we just elevated one of our officers to Sergeant and that will reduce the overtime at the Sergeant's level. Trustee Murtaugh added that there is also a certain amount of overtime that is beyond our control such as court appearances and last minute incidents that occur at the end of an Officers tour. Trustee Murtaugh said that our Police Chief and the Board would like to see our overtime costs lowered but in some ways it is a difficult thing to coral.

Trustee Gallelli stated that several years ago a study was made regarding the Police Department and overtime costs and the balance of the number of employees versus overtime costs. Trustee Gallelli said that while some people may think that if we had enough employees we would never have any overtime but the cost of that would be astronomical because of the employee benefit packages. Trustee Gallelli said that there is an assumption that you can never eliminate overtime in the Police Department for the reasons already stated and that there is an optimal amount in terms of your overall expenditures as opposed to having full time employees.

Mr. Wintermeier thanked the Board for the explanation; he understands that overtime costs will never go away and asked if those numbers are calculated into the pension calculation and longevity

Village Manager Zambrano responded by saying that overtime is included in the pension calculation but not longevity.

Dick Nagle, 88 Radnor Avenue, Croton-on-Hudson stated that he may have inadvertently caused some confusion with respect to the EMS Budget when he identified line 4540.1100 Personal Services Part-Time as a Department Administrative Assistant. Mr. Nagle said that he should have identified that position as a "Department Secretary" to perform basically the same functions that the Fire Department Secretary has been performing for the last ten years. Mr. Nagle said that when he came on as the Acting Head of the EMS he had no idea of how much time was involved in mandated reporting that volunteers are being asked to do. Mr. Nagle said that he feels that this is not what volunteer EMS personnel sign on for; they sign on to go on ambulance calls and all of the rest of the paperwork that is required by the State and the County is extra; we are asking for a Secretary to handle the bulk of that reporting in addition to the billing information that may be slipping through the cracks. Mr. Nagle said that the \$15,000 is based on \$14.00 per hour for a twenty hour week.

Trustee Murtaugh asked Mr. Nagle if he believes that there might be some money slipping through our hands and that this \$15,000 can be matched in savings by not missing some of this.

Mr. Nagle said that a good portion of it could be.

Virginia Calcutti, 19 Hunter Street, Croton-On-Hudson asked where are the insurance forms being sent.

Mr. Nagle advised that when we go on an ambulance call there are two forms that are required; one by the State called a PCR (Pre-Hospital Care Report) and the other is a billing form. Mr. Nagle stated that many times we do not get the complete insurance information on the patient and we are then subsequently chasing down some of these individuals to try to get that information. Mr. Nagle said that he is suggesting that this be done by the Secretary so that when the billing company gets a form it will have the proper information on it so that the insurance company can then be billed.

There being no further questions to come before the Board a motion to close the Public Hearing was by Trustee Murtaugh and seconded by Trustee Raskob and approved unanimously with a 5-0 vote.

A motion to enter into a Work Session was made by Trustee Murtaugh and seconded by Trustee Raskob and approved unanimously with a 5-0 vote,

Meeting Adjourned 8:30pm

Respectfully submitted
Judy Weintraub, Board Secretary

Village Clerk