

Wednesday, January 25, 2023

Workshop meeting of the Kinderhook Village Board of Trustees

Minutes

Present: Mayor Mike Abrams Clerk/Treasurer Nicole Heeder	Trustees: David Flaherty Dorene Weir James Mark Browne Susan Patterson
Attending: David Booth – DPW Superintendent Jerry Callahan	

Call to order – Mayor Abrams opened the workshop meeting at 7:00 p.m. All stood for Pledge of Allegiance.

1. Appointment of Code Enforcement Officer Trevor Bean

Mayor Abrams motioned to appoint new CEO Trevor Bean, Trustee Weir seconded, all voted “Aye.”

Summer Program – Trustee Weir discussed offering half day and full day summer programming with Trustees; recommends full day, 9am – 3pm, six-week summer recreation program for children. Suggests Director’s salary \$ (\$5,000); Dep. Director’s \$17/hour; Counselor’s \$15.20/hour; \$4,000 operations; \$250 incidentals for e.g., Replacement games, ping pong balls etc. Discussed staffing ratios. Clerk/Treasurer Heeder to manage registrations and proposed registration fees. Mayor Abrams recommends having Recreation Commission decide on dates for summer program. Mayor Abrams motioned to appoint Heather LaTorre as Summer Program Director for the 2023 season, Trustee Weir seconded, all voted “Aye.” Change Summer Program from half day to full day - 9:00am – 3:00pm for 6 weeks; Trustee Weir motioned to approve, Trustee Patterson seconded, all voted “Aye.” Recommendation of Summer Program fee of \$100 per child, Trustee Weir motioned to approve, Trustee Patterson seconded. All voted “Aye.” Trustee Browne motioned to approve Summer Program pay rates as stated for next year’s budget for Director, Assistant Director, Counselors, and Operations; Trustee Flaherty seconded, all voted “Aye.”

Dump Truck

Superintendent Dave Booth reported they’ve signed a letter of intent to purchase a 2023 CV 515 dump truck from Navistar thru HL Gage. Reports estimation of \$70,000 earmarked for dump truck in last year’s budget. Total cost of vehicle built is \$180,201. Various funding options for balance were discussed including typical bond process or municipal lease program. Superintendent spoke to Real Lease municipal leasing company and received a proposal for repayment of balance \$120,000, \$28,400 annually for 5 years, or \$2,300 per month which is just one example of possible funding. Trustee Browne commented if we bond, will need to pay bond counsel. Trustee Browne asks Clerk/Treasurer Heeder for due diligence and talk to bank and look at competition to make best decision. Clerk/Treasurer Heeder recommends setting aside money in budget for payment. Take truck delivery October 2024. Trustee Browne recommends getting more accurate numbers. Clerk/Treasurer Heeder mentioned getting lease options to Rob (Fitzsimmons) for review. Mayor Abrams recommends resuming discussion at next board meeting. Discussion of next budget year DPW equipment needs; pickup trucks are 10 and 15 years old, and possible trade in value for backhoe. Will ask Caterpillar for estimates. Trustee Browne suggests setting aside money in budget for pickup trucks.

2. Albany Avenue Debt Projection Workbook Review

Trustee Browne presented milestone flowchart, and with assistance from Jerry Callahan, the project is now at step 7 Design. Looked at 5 funding scenarios initially and recommends extending design period due to old design study and needed coordination of projects. Also recommends going after grant money again. Asked HVEA for proposal for water, asked for costs estimate, expected to meet Friday to clarify technical and cost aspects, thereafter, to finalize. Will hold public hearing March 1st or thereabouts to

explain to residents. He and Trustee Patterson are working with National Grid on costs associated with moving power, backlotting or underground, coordinating engineering, and pressuring Consolidated/Spectrum to remove their lines off old poles as time has been exceeded to move them. He will ask Rob (Fitzsimmons) to call Consolidate/Spectrum Legal to move their lines off old poles. The road contract can't move forward until DOT approves preliminary designs. But can move forward on getting bids on piping for water. Recommends putting in for TAP grant for Williams Street. Trustee Weir asks about adjusting water rates? Per Trustee Browne, Dave (Booth) & Dale (Leiser) doing comparison of what other municipalities charge for water.

Jerry Callahan commented that this board wants to be proactive and informed in order to move forward for critical infrastructure projects. This project sets up a template for the future water systems including roadways. Comments on what a great resource Clerk/Treasurer Heeder and staff are and have been.

Mayor mentions that Tighe & Bond is finishing road & sidewalk report. Has a call with Tighe & Bond on Friday to review. Other decisions for this budget, there is \$200,000 in CHIPs funding, with Gaffney Road on top of list. Trustee Flaherty complements DPW for keeping roads as spruced up as they are with good skid boxing work etc. Have sewer and roof to pay off, Albany Ave. grant for roadway and water, firetruck to start paying off which was budget neutral, looking at SCADA system for water at pump house, LWRP and kayak launch. Per Mayor, need to look at savings, once we get fire truck, may want to put money away for future fire truck, sell the old one. Asks what other savings will be necessary to be mindful of as trustees look at budget? Per Trustee Browne we have very low debt ratio which is good. Raising rates for things like summer program, going before planning board, garbage stickers to drive revenue combined with finding savings in current budget and not raising taxes above cap. Clerk/Treasurer Heeder explained tax base growth factor and staying within tax cap compliance.

3. Review current FY23 budget –

Preliminary discussions whereby Trustees critically reviewed General Fund Expenses line by line for potential savings and opportunities to reduce spending.

A.1420.4 Law Contractual; A.1440.4 Engineering Contractual; A.1620.43 Buildings; A. 1670.4 Central Printing & Mailing; a.1990.4 Unallocated insurance – Trustee Browne to meet with Mayor Abrams to review; A.1989.4 LWRP consultant Barton & LoGuidice; A.3310.4 Traffic control; Street maintenance. Per Trustee Browne we received a response from DOT Commissioner to put up signs on breakaway posts and were asked to talk to engineer. Trustee Browne volunteered to show where to put them (on pole, behind guard rail) as well as talk to vendor to acquire 2 more signs. Trustee Browne will talk to Dave (Booth) about charging stations. Enhanced enforcement, Mayor will review revenue from December speeding tickets. A.3410 Fire Protection - Mayor to meet with Matt (Cohn) or Larry (Eisen) on potential fire department purchases; A.3620 Safety Inspections; Street Administration; Street Maintenance, per Mayor, to be based on report from Tighe & Bond; Equipment Garage; Snow Removal; Land Purchase by DPW Garage; Street Lighting; A. 5410 Sidewalks; Off street parking; Economic Development; A. 7140.1 Recreation equipment; Special Recreation facilities – re: trail maintenance, Trustee Browne will discuss trail mowing requirements with Dave (Booth). Band Concert, Leaf Programs; Summer Program, Historian, Celebrations – Trustee Weir to research artificial decorations for cost savings; and Refuse/Garbage. Per Trustee Browne the village survey showed 92% of residents approve of stick pickup in Spring. Mayor to discuss with DPW Superintendent.

The next regular board meeting is scheduled for February 8, 2023; the next workshop meeting is tentatively scheduled for February 15, 2023; budget meeting for next fiscal year is tentatively scheduled for March 22, 2023.

9:11 pm Trustee Weir motioned to adjourn; Trustee Patterson seconded, all voted “Aye.”
Minutes respectfully submitted by Sue Pulver.