

**SPECIAL MEETING
Village of East Syracuse
Board of Trustees
March 27, 2014**

Mayor Robert T. Tackman called the special meeting of the Board of Trustees for Thursday, March 27, 2014 to order at 6:00PM.

Present: Trustee James E. Carr, Jr., Deputy Mayor Barbara Falcone Quonce, Trustee Carol Para, Trustee Daniel J. Wagner, and Mayor Robert T. Tackman.

Also Present: Village Clerk Patricia J. Derby

Purpose of meeting is to review preliminary budget and make adjustments.

Discussion: NYMIR Employment Practices Liability Seminar

Village Clerk and Code Enforcement Officer attended NYMIR presentation regarding workplace issues, particularly Harassment Policies and Workplace Bullying. Covered EEOC and Division of Human Rights, as well as State Supreme Court decisions. Stressed the importance for having policies in place to minimize risk. Essential that Board take every complaint seriously and immediately investigate the situation, to include written documentation and witness statements.

Proper training is important for all employees, not just Managers or Supervisors.

Village Clerk will contact NYMIR to see if can arrange for training session at the Village. May conduct 2 separate sessions to accommodate employee and firefighter's schedules.

Discussed reports of recent incidents and events. Board of Trustees will investigate further and with advice of Village Attorney, take appropriate action to resolve underlying issues.

Board of Trustees will convene a meeting as Board of Fire Commissioners.

Justice Court

Motion – Deputy Mayor Quonce, seconded by Trustee Para - To approve the amendment of wage schedule to adjust Acting Justice salary, for duration of time assuming full Judge's duties.

Polling the Board: Trustee Carr – aye, Deputy Mayor Quonce – aye, Trustee Wagner – aye, Trustee Para – aye, and Mayor Tackman – aye. Motion carried.

Schedule and Re-Schedule Meetings

Motion – Mayor Tackman, seconded by Deputy Mayor Quonce -To schedule and re-schedule the following meetings:

May Regular Board Meeting – will meet on Monday, May 19th at 7PM, instead of May 5th;

Public hearing for Budget – on Monday, April 21st at 6PM; and

Special Meeting with department heads for Budget review:

Friday, April 4th Codes at 6:30PM

 Parks at 7PM

 DPW at 7:30PM

Saturday, April 5th Fire at 9AM

Polling the Board: Trustee Carr – aye, Deputy Mayor Quonce – aye, Trustee Wagner – aye, Trustee Para – aye, and Mayor Tackman – aye. Motion carried.

Budget review

Preliminary Budget prepared from Department Head estimates totals \$5,535,103.

With \$5,339,139 in appropriation for the General Funds (\$543,962 more than last year's adopted budget). There is \$1,607,536 in estimated Revenue. This would require \$3,731,603 to be raised by taxes. With no appropriated fund balance and a lower Taxable Assessed Value of 181,831,176 this would result in a 20% increased tax rate of \$20.52/assessed 1000.

The Sewer fund has appropriations of \$195,964 (\$63,780 less than last year), resulting in a projected tax rate of \$.90/1000 for 218,385.72 sewer units.

Discussion

Reviewed Revenues, estimating at approximately \$100,000 less than last year, due mainly from completion of Grants and reduced fines & fees.

Will discuss with Village Attorney possibility of re-negotiating Bennett manor PILOT Agreement and Cable Franchise Agreement with Time warner following sale to Comcast.

Wages – All salaries and wages will be kept at current rates. No increases for part time. All 100 account codes will stay at 2013/2014 levels, including Police Department uniforms, overtime, part-time, and shift differential.

Department Budgets – reviewed all department estimates. Made some adjustments but will wait for meetings with Department Heads to discuss spending and operations before making further changes.

Insurance – reviewed unallocated insurance, workers comp, health & dental benefits and other employee benefits.

Debt – Pumper truck was paid off in February 2014. SRF Sewer project final payment May 2014.

Discussed renegotiating Hanlon Pool Bond (currently paid off in 2023) with annual principal payment \$90,000 annually..

Sewer Fund (G accounts) – Adjustment will be made to add expected principal payments for EFC funding.

Meeting adjourned at 10:45PM

Respectfully submitted by,

Patricia J. Derby
Village Clerk

Meeting adjourned at ____PM