

Village of Champlain

Special Meeting: Budget Workshop

March 19, 2018

A Special Meeting of the Board of Trustees of the Village of Champlain was held on Monday, March 19, 2018 at the Village Office, 11104 Route 9, Champlain, New York. Present were Mayor Martin, Trustees Kim Trombley, Thomas Trombley, Gehrig and McFetridge, Clerk/Treasurer Munoz and Secretary Sousa. Also present was Paul Gehrig.

Mayor Martin called the meeting to order at 6:00 p.m.

Water Fund

Mayor Martin said that the most difficult part of the budget is the Water Fund. He said that we have been working on this water project since 2014 and have been budgeting to repay our part of the loan since signing the IMA.

We have not yet received Operation and Maintenance expenses of \$30,000 from the Town per the IMA. This revenue is already a part of our 2018-2019 budget. The Town Supervisor has asked if they can pay this item to us quarterly. Assuming we receive these funds, we know that we need to make up \$7,049.00 in the water fund.

According to the 2014 IMA we signed on to a 60-40 split and we can adjust our rates to make up the difference. Mayor Martin proposed an across-the-board increase of 15.5% in water rates for both the Village and the Town. Customers no longer need water softeners and supplies, and the cost of repairing and replacing appliances due to hard water should be less.

- Village Residential & Commercial would go from \$4.54 to \$5.25.
- Town Residential rates would go from \$6.25 to \$7.22

We will keep our word on the agreed amount of \$6.25/thousand for this billing to the Town.

General Fund:

Mayor Martin said that the General Fund is in good shape and he would like to maintain the tax rate at \$3.88 per thousand. Revenue and Expenses differ by \$69,694.50. Last year, we took \$49,950 from fund balance. So we have only really increased the budget by \$20,000.

Trustee Thomas Trombley does not want to go into fund balance too much and would prefer that we raise taxes a little at a time.

Trustee Gehrig asked why we are increasing Engineering by \$3,000. Mayor Martin said that we will probably need engineering work done out front for excavation. Trustee Thomas Trombley questioned whether \$5,000 would be enough in Engineering for the work to be done.

Mayor Martin said that ATL has proposed \$7,500 for the cost of excavations. There may not be much problem inside the building, but if there is a storage tank underground out front, that will be costly. The cellar will need attention too. ATL has come up with a work plan that they will share with DEC. Discussion followed.

Clerk/Treasurer Munoz spoke with Rodney Brown, Clinton County Administrator, about Brownfield grants of up to \$200,000 that could help with those expenses, including engineering, assessment and cleanup.

Trustee Thomas Trombley was concerned with increasing engineering costs and thought we could increase taxes by 2%. Mayor Martin said that he does not want to do that this year, but maybe next year.

Trustee McFetridge said that we will have a better idea of the increase in Water Plant expenses in another a year. There will be increased costs for chemicals, electricity and filter replacements.

Mayor Martin said that the water budget is \$7,049 in the red. We budgeted \$57,000 for loan payment and had to use reserves to get to \$115,000 payment. We have increased budget by \$63,000 to get to \$120,000 on this year's budget.

Mayor Martin mentioned that we will need a new emergency generator at the water plant. The one there isn't strong enough to support and run the Water Plant in an emergency.

Trustee Thomas Trombley asked about cuts to source of supply. Mayor Martin said that we shouldn't need repairs with the new equipment and water plant building.

Trustee Thomas Trombley asked about cuts to Transmission and Distribution, which would be used in the case of future water line breaks and repair costs in the village.

Clerk/Treasurer said that we have \$69,000 in reserves for the water line replacement on Main Street up to Ashline Drive. Mayor Martin said that Supt. Jolicoeur thinks that we can do that ourselves, with help from the Town's excavator. It could be done in 3-4 days using garden hoses temporarily for water.

Sewer Fund

Mayor Martin said that we need \$25,686 to make up for the sewer fund. Last year we used \$12,000 in Fund Balance, so we are only down \$13,686.

Trustee Thomas Trombley said that he would like to see a small increase in taxes to avoid taking funds out of Fund Balance. Trustee Kim Trombley agreed. Mayor Martin said that we have been able to maintain a healthy fund balance without raising taxes. Discussion followed.

The board was copied with the costs to commercial customers comparing \$5.25/K gallon with a Minimum of \$62.50 or Service Fees of \$62.50 + \$5.25/K gal.

The board agreed to keep the minimum fee schedule for commercial customers at this time.

New water rates \$6.25/K gal for the Town Water District #6 will go into effect on the next billing. (April 1, 2018)

A motion was made by Trustee Gehrig and seconded by Trustee McFetridge to approve the Temporary Budget as presented. Roll Call vote as follows:

Trustee Kim Trombley	Aye
Trustee McFetridge	Aye

Trustee Thomas Trombley	Ake
Trustee Gehrig	Aye
Mayor Martin	Aye

Motion Carried.

ATL TESTING

Mayor Martin said that we have a proposal from ATL Testing for assessment and excavation for a cost of \$7,572.00. They will work with DEC and any subcontractors on this project. We will need to get this process started and we already have a contract with ATL. This will be a continuance of that contract.

A motion was made by Trustee Thomas Trombley and seconded by Trustee McFetridge to approve the extension of the project with ATL for a cost of \$7,572.00.

Roll Call vote as follows:

Trustee Kim Trombley	aye
Trustee Janet McFetridge	aye
Trustee Thomas Trombley	ate
Trustee Amy Gehrig	aye
Mayor Martin	aye

Motion carried.

I & I Study

Mayor Martin said that Barton & Loguidice helped get the \$30,000 grant for both the I & I study and the Blower replacement grant. We questioned whether this would need to go out to bid but, because we have a Procurement Policy that excludes Professional services in the bidding process, we don't need to put this project out to bid. The grant requires a 20% match for a total of \$36,000.00

A motion was made by Trustee McFetridge and seconded by Trustee Gehrig to approve the contract with Barton & Loguidice for an I & I Study in the amount of \$36,000.00.

Roll Call vote as follows:

Trustee Kim Trombley	aye
Trustee Janet McFetridge	aye
Trustee Thomas Trombley	ate
Trustee Amy Gehrig	aye
Mayor Martin	aye

Motion carried.

Blower Replacement

Mayor Martin said that B & L has given us a proposal for the Blower replacement which includes Design Services, Bidding Process, Construction Observation and Support Services in the amount of \$39,400.00. We won't need grant support services and, after bidding, the cost of the blower may be lower than expected. He would like to use B & L for Professional Services on the blower replacement project. Bidding for professional services is not required according to our Procurement Policy.

Mayor Martin said that we did send RFP to two other firms, but have received no response so far. If the board approves Barton & Loguidice for this project, he will send notices rescinding the RFP's to those firms.

Mayor Martin is confident that we will be receiving the \$50,000 grant for the blowers. We will receive 25% after the design is done, 25% after bidding and construction and the remaining 50% when the project is complete.

A motion was made by Trustee Thomas Trombley and seconded by Trustee McFetridge to expend \$39,400 for professional services of Barton and Loguidice on the blower replacement project. Roll call vote as follows:

Trustee Kim Trombley	aye
Trustee Janet McFetridge	aye
Trustee Thomas Trombley	ate
Trustee Amy Gehrig	aye
Mayor Martin	aye

Motion carried.

Village Office Excavations

Clerk/Treasurer Munoz said that she has spoken with Rodney Brown at Clinton County regarding funding for assessment and excavation at the Village office. He felt confident with B&L doing Grant work. He suggested that we talk with ATL to see if they can do some grant writing too for that project

NYCOM Conference

Mayor Martin asked for permission to attend the NYCOM Conference in Saratoga Springs from May 6-8. The cost is \$905, which includes registration, room and meals.

A motion was made by Trustee McFetridge and seconded by Trustee Thomas Trombley to approve the expenditure of \$905 for Mayor Martin to attend the NYCOM Conference. Roll call vote as follows:

Trustee Kim Trombley	aye
Trustee Janet McFetridge	aye
Trustee Thomas Trombley	aye
Trustee Amy Gehrig	aye
Mayor Martin	aye

Motion carried.

Trustee McFetridge asked the board to take a look at the budget for the youth Rec. program created by Steve Peters, Village of Rouses Point administrator. She said that she requested that the cost of maintenance for the Perry Mills and Village playground fields be added to that budget as well. Jan Letourneau wasn't sure that coaches would be willing to go to Champlain.

Trustee McFetridge said that Rouses Point has listed "Fitness In the Park" programs on the Youth Rec. application. We have listed "TBA". Discussion followed.

Mayor Martin reminded the board that Mayor Dan Letourneau wants the Town and Village of Champlain to add a total of \$4,000 to their budgets to cover the costs of field maintenance at the Rouses Point Rec field. Trustee Janet McFetridge said that the Town and the Village of

Champlain agree on this matter (we do not feel we should pay Rouses Point for field maintenance). We have always paid 1/3 of the cost when only 17% of the attendees are from the Village. According to Jane West at the Town, Town tax dollars already go to this program. Discussion followed.

ADJOURNMENT

There being no further business before this board, at 8:00 pm a motion was made by Trustee McFetridge and seconded by Trustee Kim Trombley to adjourn. All members present voted aye. Motion carried.