

BUDGET WORKSHOP

February 27, 2024

7:00 p.m.

Present: Mayor Chichester, Deputy Mayor Mitchell, Trustee Daly, Trustee Schneider, Building Inspector, Steve Giacco, Court Clerk Taylor Mosher, Honorable Bruce Schonberg, and Treasurer Coimbra.

Building Department – The Building Inspector states that he has increased a couple of line items from last year. The Building Inspector states that he has increased the equipment line significantly from last year since we are moving to the new building. The Building Inspector states that he wants new desks/chairs for himself and the Deputy Clerk. The Building Inspector states that he would like a couple of other items to bring the operations of the building department up to speed. The Building Inspector stated that he would like to get away from all this paper. The Building Inspector stated that in the past year we rented a scanner to scan the maps and now they are in digital form. The Building Inspector stated he would like to continue to where we have no paper. The Building Inspector talks about the benefits of you being able to access it electronically. The Building Inspector states that he would like to buy a scanner so we can continue to do that. Deputy Mayor Mitchell asked how much does that cost? The Building Inspector stated anywhere between \$2,000 to \$8,000. The Building Inspector stated it could be used by other departments as well. Mayor Chichester asked about the ability to print them if we need them. The Building Inspector stated you can download and bring it to a print shop. The Building Inspector also stated that we would also have to buy a laptop as well as a large monitor to view the maps. The Building Inspector stated that could be useful for the planning board and zoning board as well. Trustee Schneider asked if the Deputy Clerk requests digital plans from the applicants, and are we getting them? The Building Inspector stated that if we do not have the equipment here to review them, there is no sense in that. We have no way to look at them on a larger scale.

The Building Inspector discussed his and the Deputy Clerks salary. Leaving his salary the same and giving the Deputy Clerk a raise.

The Building Inspector states that the car is in good condition, just needs basic maintenance. Trustee Schneider asks if the vehicle is getting older should we be lowering the maintenance? The Building Inspector states that it does not have high mileage and it is just used around the village. Deputy Mayor Mitchell asks how many miles are on it now? The Building Inspector stated roughly 30,000.

The Building Inspector stated that he decreased the clothing allowance back down to \$500.00. The Building Inspector stated that he feels that he has enough clothes now.

The Building Inspector states that he has increased the contractual services by \$1,000 due to inflation. The Building Inspector said it was a buffer, but it could stay the same.

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The Building Inspector moves to revenues – he states the rental registration due to it being a busy year he did not get to too many of them. I do have 2 or 3 that are outstanding. Trustee Schneider asked does that include the rentals that we gather for you and send down from Lexington Hills? The Building Inspector states that I have not even got into Lexington Hills yet, I have that list just for the purpose of knowing what rentals you do have in case there is an incident and I need the owner. The Building Inspector stated that hopefully he will be able to get to those for rental inspection. The Building Inspector stated that he is going to leave it at the \$6,000. Last year it was put on the back burner due to the major projects he had going on. The Building Inspector stated that he came in at \$14,000 for the permits. He stated that it could be more depending on the upcoming projects.

The Mayor asked does anyone have any questions? The Treasurer asked for clarification on the \$7,000 in the equipment line, what are the exact items that make up that number. The Building Inspector states that he can break it down for me. The board agreed that would be helpful.

Discussion on furniture for the new building.

Court – Honorable Bruce Schonberg states that Taylor the court clerk and I took over the court, prior to our involvement, unfortunately the court was not functioning as well as it should be. Honorable Schonberg states that since we took it over, I feel like we have organized it well. Honorable Schonberg states that Taylor is doing a wonderful job and a lot of the success we have had in the court is really on her. The Honorable Schonberg states that our job is not to fine people, our job is to do justice and protect the constitution, with that said I think we have been effective in raising funds for the village. Honorable Schonberg states the court clerk has been putting a lot of cases on and backlog is ending to an extent, but our traffic nights are already booked to September. Honorable Bruce Schonberg states at one point we were having our police officers serving as our Court Officers and while that is good, the two people that we have as our court attendants, one is an ex-state trooper, and the other individual really organizes the court well. They are not official Court Officers however everything is running very well. Honorable Schonberg states that he is making \$1,500 and he is looking to raise it up to \$1,750, I do not know if that is workable. Honorable Schonberg states that Judge Hasin will not sit that many times, but I raised him to \$256 per month if he sits.

The Court Clerk states the clerk discusses the breakdown of her salary – 35 five hours in the week that she is currently scheduled for, plus 4 additional hours for court night and I have added additional hours for cleanup, which are for after court is held. The Court Clerk states that

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she has added time for her replacement for prior to her leaving on maternity leave and for after she returns. The court clerk states since the village does not pay for maternity leave; we do not need to budget additional pay for her replacement during that time. Discussion on possible replacement for the Court Clerk. Trustee Schneider asked in the past if the person prior to Taylor, the Court Clerk, would come in 4 hours later court night so that we were not paying them that additional 4 hours, is there a reason why you do not follow that same schedule? The Court Clerk replied that when I was hired, I was told by the Mayor that I would be working Monday through Friday 8:00 a.m. to 4:00 p.m., he wanted me here when the court was opened and then 3 hours guaranteed on court night, so that is what I work. Honorable Schonberg discusses the different jobs that the Court Clerk is doing that were not done for many years. The Treasurer asked how many hours will the person that is taking over while the Court Clerk is on maternity leave? The Court Clerk replied she will be doing about 25 hours a week plus 4 for court nights. Trustee Schneider asked will she be able to keep up at 25 hours. Honorable Schonberg stated not like Taylor but will be able to keep things going. Trustee Schneider asked that you stated that the back log is ending but we have court out to September is that going to grow when Taylor is out, because we cannot process things quick enough? Is the problem that we have so many new cases? The Court Clerk states that the issue is that you have so many old cases. The Court Clerk and Honorable Schonberg explain the process with old cases.

The Court Clerk states that she gave everyone paperwork on Court Officers. The Court Clerk states that they are filed under Orange County as Court Attendants, and they cannot carry a firearm. The Court Clerk states that she has provided a job description that she created off many court positions that she had found because they do technically need their own job descriptions. Deputy Mitchell asked if they did not have one before? The only thing I had was the job posting. Trustee Schneider asked is there is a reason they must carry a firearm, we got rid of the police officers with the firearms. Honorable Schonberg states that it is just a safety factor. The Court Clerk states that the idea is that if we take their firearm, which we have to by NY State, if they are listed as Court Attendants, I don't know if these gentlemen are going to stay because they were hired with the intent to carry. Honorable Schonberg discusses his experience in his other court is that the Court Attendant are no longer carrying, and we just have a police officer there. Judge Schonberg stated that he thought this might work as long as are guys were ok with not carrying the weapon. The Court Clerk discusses how they would only need the police officer on criminal court night because we already have multiple police officers here on vehicle and traffic. Discussion on being able to change one of the Court Attendants to a Court Officers. The Court Clerk states she has raised the bailiff line with keeping the 2 court attendants and adding a police officer as well for criminal court.

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The Court Clerk states that the equipment line we do not need any equipment, OCA provides all equipment we need for the court and put it towards contractual expenses.

The court clerk discusses her expenses under the contractual line. The court clerk states that she has added a clothing allowance for the 2 court officers, postage has increased due to the amount of cases she is putting on, journal and receipts for both judges and our shared expenses with the village.

The Court Clerk stated that they should be receiving funds from the JCAP grant for furniture, bullet proof window, cabinets, and chairs for the court room.

The Treasurer asked the board how much raise that they want to give everyone that is not contractual. The board replied that they wanted to give everyone 2.5% Trustee Daly suggested that the board does not take a raise, all board members agreed.

A MOTION WAS made by Mayor Chichester to adjourn the meeting at 8:00 p.m.

SECOND by Trustee Daly

ALL IN FAVOR

Submitted By: Marie Coimbra, Treasurer