Village of Millbrook
20 Front Street- Millbrook Firehouse
Board of Trustees (BOT)- Budget- Fire & Highway
March 2, 2022

1. **Roll Call:** Mayor Collopy, Deputy Mayor Contino, Trustee Arbogast, Trustee Doro, Fire Department (FD) Chief Bownas, Assistant Chief Boscardin, FD President Rochfort, PWS Collocola, TOW Councilman Murphy, Senior Account Clerk McLaughlin, and Clerk Witt
   Absent: Trustee Herzog
2. **Open meeting – 6:00 PM with Pledge of Allegiance.**
3. **Budget on Fire Department:** The Board met with FD Chief Bownas, Assistant Chief Boscardin, and FD President Rochfort to discuss their budget figures for 2022/2023 Fire Department Budget (attached). TOW Councilman Murphy was in attendance due to the Shared Service Fire Contract the Village has with the Town of Washington. Chief Bownas asked for the Fire Truck Reserve amount to be increased- Mayor Collopy said the sale of the ambulance of nearly $80,000 was added to that reserve. FD President said he wants to do windows and blinds replacements in the firehouse. Mayor Collopy said since there will be about $13,000 left in the firehouse repairs and maintenance budget line after the $14,000 roof payment (1 of 4 payments over 4 years) is made, to get the blinds replacement done or possibly some windows in the 2021/2022 fiscal year. Senior Account Clerk McLaughlin suggested a sit down between her, a board member, and the FD to see the budget figures before they are formally approved so everyone is on the same page.
4. **Budget on Highway:** The Board reviewed the Highway Proposed Budget with PWS Collocola. PWS Collocola is planning on Washington Ave to be on the schedule to be paved in the 2022/2023 Budget and will also need to oil and stone Nine Partners Ln.
5. **Public Comment:** There was none.
6. **Next Scheduled Budget Meeting:** March 16, 2021 at 6 PM- Police Department and Front Office.
7. **Adjournment:** *Motion* made by Mayor Collopy to adjourn the meeting at 8:46 PM, seconded by Trustee Doro and all were in favor.

Respectfully submitted by:

Sarah J. Witt

Sarah J. Witt
Village Clerk

2022-2023 BUDGET	GL #		Department	Sub Category	Month	YTD	Budget	Balance	APPROVED	Dept Head Request
FIRE REVENUES										
1.002262.01.000.00	2262		2262 - Fire Contract		$ -	$ 288,916.50	$ 572,971.00	$ 284,054.50	$ -	
				Total Fire Revenue:			$ 572,971.00	$ 284,054.50	$ -	$ -
				Total Fire Expenses:			$ 678,875.00	$ 232,033.79	$ 634,256.00	$ 295,740.00
Difference:							$ (105,904.00)	$ 52,020.71	$ (634,256.00)	$ (295,740.00)
FIRE EXPENSES										
1.034102.01.000.00	34102		3410.2 - Fire EQ		$ -	$ 234.87	$ 9,000.00	$ 8,765.13	$ 8,300.00	$ 8,300.00
1.034104.01.000.00	34104		3410.4 - Fire CE		$ -	$ 8,768.29	$ 22,200.00	$ 13,431.71	$ 16,700.00	$ 20,700.00
1.034104.01.000.12	34104	12	3410.4 - Fire CE	GASOLINE	$ -	$ 1,198.21	$ 1,000.00	$ (198.21)	$ 1,000.00	$ 2,000.00
1.034104.01.000.13	34104	13	3410.4 - Fire CE	DIESEL	$ -	$ 1,874.89	$ 3,000.00	$ 1,125.11	$ 3,000.00	$ 2,000.00
1.034104.01.000.21	34104	21	3410.4 - Fire CE	TRAINING	$ -	$ 1,175.00	$ 13,000.00	$ 11,825.00	$ 12,000.00	$ 12,000.00
1.034104.01.000.30	34104	30	3410.4 - Fire CE	APPARATUS MAINT	$ -	$ 16,375.49	$ 13,000.00	$ (3,375.49)	$ 17,500.00	$ 13,500.00
1.034104.01.000.31	34104	31	3410.4 - Fire CE	PHYSICALS	$ -	$ 4,903.00	$ 10,000.00	$ 5,097.00	$ 7,400.00	$ 7,400.00
1.034108.01.000.00	34108		3410.8 - Fire Employee Benefits		$ -	$ 22,809.63	$ 12,000.00	$ (10,809.63)	$ 16,000.00	$ 16,000.00
1.090408.01.000.45	90408	45	9040.8 - Workers Comp	FIRE	$ -	$ 18,431.00	$ 20,000.00	$ 1,569.00	$ 20,000.00	$ 20,000.00
1.019104.01.000.45	19104	45	1910.4 - Unallocated Insurance	FIRE	$ -	$ 25,443.10	$ 25,719.00	$ 275.90	$ 26,715.00	$ 26,000.00
1.099509.01.000.50	99509	50	9950.9 - Ambulance Reserve		$ -	$ -	$ -	$ -	$ -	$ 10,000.00
1.099509.01.000.51	99509	51	9950.9 - FD-Transfer to Equip Reserve		$ -	$ -	$ 60,000.00	$ 60,000.00	$ -	$ 60,000.00
1.097206.01.000.76	97206	76	9720.6 - Principal Installment Bonc	FD PICKUP 2025	$ -	$ -	$ 12,525.00	$ 12,525.00	$ 12,525.00	$ 16,000.00
1.097207.01.000.76	97207	76	9720.7 - Interest Installment Bonds	FD PICKUP 2025	$ -	$ -	$ 1,000.00	$ 1,000.00	$ 276.00	
				TOTAL FIREMATIC	$ -	$ 101,213.48	$ 202,444.00	$ 101,230.52	$ 141,416.00	$ 213,900.00

2022-2023 BUDGET	GL #		Department	Sub Category	Month	YTD	Budget	Balance	APPROVED	Dept Head Request
1.034104.01.000.40	**34104**	**40**	3410.4 - Fire CE	FH - CE	$ -	$ 5,796.29	$ 10,331.00	**$ 4,534.71**	$ 10,440.00	$ 10,440.00
1.034104.01.000.41	**34104**	**41**	3410.4 - Fire CE	FH - UTILITIES	$ -	$ 8,347.02	$ 15,200.00	**$ 6,852.98**	$ 16,200.00	$ 16,200.00
1.034104.01.000.42	**34104**	**42**	3410.4 - Fire CE	FH - HEATING FUEL	$ -	$ 5,052.26	$ 6,000.00	**$ 947.74**	$ 9,000.00	$ 7,000.00
1.034104.01.000.43	**34104**	**43**	3410.4 - Fire CE	FH - REPAIRS/MAINT	$ -	$ 1,087.84	$ 28,200.00	**$ 27,112.16**	$ 30,000.00	$ 25,000.00
1.034104.01.000.44	**34104**	**44**	3410.4 - Fire CE	FH - OFFICE	$ -	$ 5,363.66	$ 9,700.00	**$ 4,336.34**	$ 10,200.00	$ 10,200.00
				TOTAL HOUSE	**$ -**	**$ 25,647.07**	**$ 69,431.00**	**$ 43,783.93**	**$ 75,840.00**	**$ 68,840.00**
1.045404.01.000.00	**45404**		4540.4 - Ambulance CE		$ -	$ 24,492.39	$ 12,000.00	**$ (12,492.39)**	$ 12,000.00	$ 13,000.00
1.045404.01.000.05	**45404**	**5**	4540.4 - Ambulance CE	PAID AMBULANCE	$ -	$ 295,488.27	$ 395,000.00	**$ 99,511.73**	$ 405,000.00	
				TOTAL EMS	**$ -**	**$ 319,980.66**	**$ 407,000.00**	**$ 87,019.34**	**$ 417,000.00**	**$ 13,000.00**

FIREMATIC BUDGET 2022-2023

34104.01.0.00	**Contractual Expenses**		
	Verizon - Cell Phones	$	2,500.00
	Verizon - MDT Tablets	$	2,500.00
	SCBA Testing	$	2,000.00
	SCBA Parts	$	500.00
	Air Monitor Service	$	500.00
	Refill Extinguishers	$	1,000.00
	Amkus (Jaws of Life) Service	$	1,500.00
	Ladder Testing	$	500.00
	UL Pump Testing	$	1,200.00
	Hose Testing	$	3,500.00
	Pager/Radio Repair	$	1,000.00
	Cascade Bottle Rental	$	2,000.00
	Breathing Air	$	1,000.00
	Hazmat/Speedy-Dri/Flares	$	1,000.00
	Subtotal	**$**	**20,700.00**

	FUEL		
34104.01.0.12	Gas	$	2,000.00
34104.01.0.13	Diesel	$	2,000.00
	Subtotal	**$**	**4,000.00**

34104.01.0.31	**Physicals**		
	Firefighter Physicals	$	6,000.00
	Hepatitis Vaccine	$	200.00
	Blood Test	$	1,200.00
	Subtotal	**$**	**7,400.00**

34104.01.0.21	**Training/Education**		
	Training Association Dues	$	1,500.00
	Seminars/NYS Classes	$	3,000.00
	In-House Training	$	2,000.00
	Mandated Annual Training	$	2,000.00
	NYSAFC/Chiefs' Council	$	1,500.00
	Fire Prevention	$	500.00
	CPR/1st Aid/AED Training	$	1,500.00
	Subtotal	**$**	**12,000.00**

FIREMATIC BUDGET 2022-2023

34104.01.0.30	**Apparatus Maintenance**		
	NYS Inspections	$	300.00
	49-1	$	500.00
	49-2	$	1,000.00
	49-11	$	1,000.00
	49-13	$	1,000.00
	49-31	$	2,000.00
	49-55	$	3,000.00
	49-63	$	500.00
	49-61	$	1,000.00
	Misc. Service	$	1,200.00
	Parts	$	2,000.00
	Subtotal	**$**	**13,500.00**
34102.01.0.00	**Equipment**		
	Turnout Gear (2 sets)	$	5,000.00
	Large diameter hose (5 lengths)	$	2,500.00
	Cordless tool batteries (4)	$	800.00
	Subtotal	**$**	**8,300.00**
	Insurance		
19104.01.0.45	Liability	$	26,000.00
90408.01.0.45	Workers' Compensation	$	20,000.00
34108.01.0.00	Service Awards	$	16,000.00
	Subtotal	**$**	**62,000.00**
	Capital Reserve		
99059.01.0.51	Apparatus Reserve Fund	$	60,000.00
99059.01.0.50	Ambulance Reserve	$	10,000.00
97206.01.0.76	Chief's Truck Debt Service	$	16,000.00
	Subtotal	**$**	**86,000.00**
	Total Budget	**$**	**213,900.00**

FIRE HOUSE BUDGET 2022-2023

34104.01.0.40	**Contractual**		
	Dumpster Rental		$1,970.00
	Firehouse Cleaning		$7,800.00
	Vector Security Monitoring/Maintenance		$670.00
	Subtotal	**$**	**10,440.00**
34104.01.0.41	**Utilities**		
	Electric		$13,000.00
	Optimum		$2,800.00
	Propane		$400.00
	Subtotal	**$**	**16,200.00**
34104.01.0.42	**FUEL**		
	Heating Oil	$	7,000.00
	Subtotal	**$**	**7,000.00**
34104.01.0.43	**Maintenance**		
	Plumbing- Furnace service		$1,000.00
	Generator service		$500.00
	Electrical Service		$500.00
	Fire extinguisher/Hood/Alarm service		$400.00
	Door Maintenance		$800.00
	Air conditioners/refrigerators/ freezers service		$800.00
	Subtotal	**$**	**4,000.00**
	Capital Improvements		
	New Roof- Installment		
	Replace (8) Windows Front Street side		$21,000.00
	Replace broken Blinds in upstairs of firehouse		
	Subtotal		**$21,000.00**
34104.01.0.44	**Office Expenses:**		
	Copier Rental/Repair		$3,200.00
	Office Supplies		$500.00
	Network Services		$6,500.00
	Subtotal	**$**	**10,200.00**
	Total Budget	**$**	**68,840.00**

EMS BUDGET 2022-2023

45404.01.0.00	**Contractual Expenses**		
	First Aid Supplies/ Oxygen / EpiPens	$	4,000.00
	Ambulance Maintenance/ Repairs	$	1,000.00
	Stretchers/ Stair Chairs Service	$	1,000.00
	AED's Service	$	1,000.00
	Subtotal	**$**	**7,000.00**
34104.01.0.21	***Training and Education***		
	CPR/First Aid/Seminars/CME's/Defensive Drivin	$	1,000.00
	Subtotal	**$**	**1,000.00**
45404.01.0.00	**Equipment**		
	EMS Protective Gear / Rehab	$	1,000.00
	EMR System	$	4,000.00
	Subtotal	**$**	**5,000.00**
	Total Budget	**$**	**13,000.00**

2022-2023 BUDGET	GL #		Department	Sub Category	Month	YTD	Budget	Balance	APPROVED	Dept Head Request
HIGHWAY REVENUES										
1.003501.01.000.00	**3501**		3501 - State Aid/CHIPS		$ -	$ 95,553.98	**$ 82,000.00**	**$ (13,553.98)**	$ 82,000.00	
				Total Highway Revenue:			**$ 82,000.00**	**$ (13,553.98)**	**$ 82,000.00**	**$ -**
				Total Highway Expenses:			**$ 448,050.00**	**$ 79,204.78**	**$ 465,620.00**	**$ 134,600.00**
Difference:							**$ (366,050.00)**	**$ (92,758.76)**	**$ (383,620.00)**	**$ (134,600.00)**
HIGHWAY EXPENSES										
1.016402.01.000.00	**16402**		1640.2 - Central Garage EQ		$ -	$ -	**$ 3,000.00**	**$ 3,000.00**	$ 1,000.00	$ 2,000.00
1.016404.01.000.00	**16404**		1640.4 - Central Garage CE		$ -	$ 2,354.41	**$ 2,300.00**	**$ (54.41)**	$ 3,000.00	$ 3,000.00
1.016404.01.000.11	**16404**	**11**	1640.4 - Central Garage CE	UTILITIES	$ -	$ 1,751.38	**$ 3,200.00**	**$ 1,448.62**	$ 3,000.00	$ 3,000.00
1.016404.01.000.12	**16404**	**12**	1640.4 - Central Garage CE	GASOLINE	$ -	$ 599.12	**$ 600.00**	**$ 0.88**	$ 650.00	$ 650.00
1.016404.01.000.14	**16404**	**14**	1640.4 - Central Garage CE	HEATING FUEL	$ -	$ 1,750.55	**$ 2,600.00**	**$ 849.45**	$ 3,000.00	$ 3,000.00
1.016404.01.000.19	**16404**	**19**	1640.4 - Central Garage CE	SUPPLIES	$ -	$ 4,484.13	**$ -**	**$ (4,484.13)**	$ 6,000.00	$ 6,000.00
1.016404.01.000.20	**16404**	**20**	1640.4 - Central Garage CE	REPAIRS/MAINT	$ -	$ 111.94	**$ 2,000.00**	**$ 1,888.06**	$ 1,500.00	$ 1,500.00
				TOTAL CENTRAL GARAGE	**$ -**	**$ 11,051.53**	**$ 13,700.00**	**$ 2,648.47**	**$ 18,150.00**	**$ 19,150.00**
1.051101.01.000.00	**51101**		5110.1 - Streets PS		$ -	$ 155,437.23	**$ 202,984.00**	**$ 47,546.77**	$ 202,984.00	
1.051101.01.000.06	**51101**	**6**	5110.1 - Streets PS	SUMMER (MOWING)	$ -	$ -	**$ -**	**$ -**	$ -	
1.051102.01.000.00	**51102**		5110.2 - Streets EQ		$ -	$ -	**$ 5,500.00**	**$ 5,500.00**	$ -	
1.051102.01.000.07	**51102**	**7**	5110.2 - Streets EQ	ROAD PAVING	$ -	$ 745.47	**$ 30,000.00**	**$ 29,254.53**	$ 35,000.00	$ 35,000.00
1.051104.01.000.00	**51104**		5110.4 - Streets CE	**Tree budget to get moved to Shade Tree line aprox $15,000*	$ -	$ 13,656.86	**$ 28,500.00**	**$ 14,843.14**	$ 23,000.00	$ 8,000.00
1.051104.01.000.13	**51104**	**13**	5110.4 - Streets CE	DIESEL	$ -	$ 3,749.76	**$ 3,500.00**	**$ (249.76)**	$ 5,000.00	$ 5,000.00
1.051104.01.000.19	**51104**	**19**	5110.4 - Streets CE	SUPPLIES	$ -	$ 598.60	**$ -**	**$ (598.60)**	$ 1,200.00	$ 1,200.00
1.051104.01.000.20	**51104**	**20**	5110.4 - Streets CE	REPAIR/MAINT	$ -	$ 760.09	**$ -**	**$ (760.09)**	$ 100.00	$ 1,000.00
1.051104.01.000.21	**51104**	**21**	5110.4 - Streets CE	TRAINING	$ -	$ -	**$ 250.00**	**$ 250.00**	$ 250.00	$ 250.00
1.051104.01.000.22	**51104**	**22**	5110.4 - Streets CE	VEHICLE REP/MAINT	$ -	$ 10,622.61	**$ -**	**$ (10,622.61)**	$ 15,000.00	$ 20,000.00
				TOTAL STREETS	**$ -**	**$ 185,570.62**	**$ 270,734.00**	**$ 85,163.38**	**$ 282,534.00**	**$ 70,450.00**

2022-2023 BUDGET	GL #		Department	Sub Category	Month	YTD	Budget	Balance	APPROVED	Dept Head Request
1.051124.01.000.00	51124		5112.4 - Perm. Imprv CHIPS		$ -	$ 124,669.74	$ 82,000.00	$ (42,669.74)	$ 82,000.00	
				TOTAL CHIPS	$ -	$ 124,669.74	$ 82,000.00	$ (42,669.74)	$ 82,000.00	$ -
1.051421.01.000.00	51421		5142.1 - Snow Removal PS		$ -	$ 3,019.71	$ 5,060.00	$ 2,040.29	$ 5,060.00	
1.051424.01.000.00	51424		5142.4 - Snow Removal CE		$ -	$ 978.12	$ 33,000.00	$ 32,021.88	$ 35,000.00	$ 35,000.00
				TOTAL SNOW REMOVAL	$ -	$ 3,997.83	$ 38,060.00	$ 34,062.17	$ 40,060.00	$ 35,000.00
1.097206.01.000.78	97206	78	9720.6 - Principal Installment Bonc	HYW DUMP	$ -	$ 18,250.00	$ 18,250.00	$ -	$ 18,250.00	
1.097207.01.000.78	97207	78	9720.7 - Interest Installment Bonds	HYW DUMP	$ -	$ 912.50	$ 913.00	$ 0.50	$ 456.00	
1.097206.01.000.81	97206	81	9720.6 - Principal Installment Bonc	HYW DUMP 2	$ -	$ 23,500.00	$ 23,500.00	$ -	$ 23,500.00	
1.097207.01.000.81	97207	81	9720.7 - Interest Installment Bonds	HYW DUMP 2	$ -	$ 893.00	$ 893.00	$ -	$ 670.00	
1.099509.01.000.52	99509	52	9950.9 - Streets Equip Reserve		$ -	$ -	$ -	$ -	$ -	$ 10,000.00
				TOTAL DEBT	$ -	$ 43,555.50	$ 43,556.00	$ 0.50	$ 42,876.00	$ 10,000.00