

Village of Northport  
Finance Committee Special Meeting Minutes  
February 2, 2023

Members present: Laura Cavendish, Jane Gale, Chris McCann  
Staff present: Clerk Joni Scott, Treasurer/Deputy Clerk Cindy Edmondson  
Public present: 1 in person, 2 virtual

The meeting was called to order at 10:03 AM. Chair Gale added the Fee Schedule to the agenda. Copies were provided.

Public comment: Allan Dalzell on the importance of retiring the sewer debt before undertaking any new projects; Anne Harper requested that committee members and staff explain which documents we are referring to so the public can follow the discussion.

Clerk Scott distributed budget worksheets covering all Village funds; General Fund draft budget with details and assumptions and a spreadsheet of proposed and pending Village projects. Starting with the budget worksheet, the committee discussed five areas that were not addressed at the last meeting:

- Fireworks Fund
- Capital Improvement Program Fund
- Community Promotion
- Marina Fund
- DPW employee count

In Dept. 751.000 Parks/Rec expenditures, the line item 931.000 Repairs/Maint Buildings was reduced from \$7,000 to \$5,000 bringing total expenditures from the General Fund to \$673,670.00.

Fund 298 - Fireworks. Donations were down in 2022 while costs increased significantly. We will recommend a budget of \$15,000, consistent with 2022 expense and increase fundraising efforts in 2023,

Fund 401 - Capital Improvement Fund. As discussed at the last meeting, we will recommend a contribution of \$2,800 from the General Fund to the Capital Improvement Fund while maintaining a contingency fund of 8% of General Fund Revenues.

Fund 590 - Sewer. On advice of the Village auditor, we will anticipate Special Assessment revenue of \$200,000 in 2023. The General Fund will make a \$10,000 contribution to the Sewer Fund.

Fund 592 - Water. Despite the recent increase in water rates, expenses still exceed revenue. Water infrastructure is aging and we have identified issues with missing or incomplete meter readings. The committee would like to revisit expenses for the water department at the Feb. 8 meeting.

Fund 594 - Marina. The Clerk and Harbormaster have completed a careful review of the budget. The Clerk will project salaries and wages for FY2022-23 and add the 8.7% COLA to calculate the 2023-24 budget recommendation. The Clerk will also prepare a comparison of DPW salaries and wages with one of the positions reduced to two days per week and ask the Employee Relations Committee to address the issue.

The committee reviewed the updated Fee Schedule and made the following changes.

- Reword “Marijuana License Annual Fee” to “Marijuana Initial License Fee.”
- Delete duplicate “Sidewalk Obstruction Permit” from page 2.
- Remove phrases “Off-premises sign” and “Annual inspection of regulated” that follow “Sign Permit.”
- Increase Special Use Permit fee to \$300, plus \$60 for each additional meeting.
- Fee for ZBA application for interpretation remains \$300, but application for appeal or variance increases to \$500. Add \$60 for additional meetings for variance, interpretation or appeal.
- Add mileage reimbursement for use of personal vehicle at the current IRS rate.

The Clerk will prepare budget amendments to review, discuss and make recommendations at the February 8, 2023 meeting. Discussion of policies that are under revision will be deferred to the following meeting.

Public Comment: Anne Harper stressed the importance of giving a big picture view of the budget and providing context for the public rather than just going over the numbers. Barb McCann noted that the contractor did not restripe the pavement near the Youth Sailing School when other projects were don last year.

Submitted by,  
Jane Gale, Chair