



Board of Trustees Budget Meeting

FIRE & FRONT OFFICE

March 15, 2023 @ 6:00 pm

PLEASE SILENCE YOUR CELL PHONE

Agenda

Village of Millbrook
Board of Trustees
FIRE & FRONT OFFICE BUDGET
Wednesday, March 15, 2023
6:00 PM
Millbrook Firehouse

Residents are welcome to attend in-person. This meeting will be broadcast on [YouTube](#) Live & then will be posted to the [Village website](#).

The public can comment/question anytime via email villageofmillbrook@gmail.com

- 1. Open Meeting**
Pledge of Allegiance, moment of silence & roll call of trustees
- 2. Budget**
 - Fire
 - Front Office
- 3. Public Comments**
- 4. Next Board Meeting**
 - TBA
- 5. Adjournment**

2023-2024 BUDGET	GL #		Department	Sub Category	Month	YTD	Budget	Balance	REQUESTED	TENTATIVE
FIRE REVENUES										
1.002262.01.000.00	2262		2262 - Fire Contract		\$ 302,264.50	\$ 604,529.00	\$ 604,529.00	\$ -	\$ -	\$ -
Total Fire Revenue:							\$ 604,529.00	\$ -	\$ -	\$ -
Total Fire Expenses:							\$ 725,674.00	\$ 195,017.94	\$ 292,777.00	\$ -
Difference:							\$ (121,145.00)	\$ (195,017.94)	\$ (292,777.00)	\$ -
FIREMATIC EXPENSES										
1.034102.01.000.00	34102		3410.2 - Fire EQ		\$ -	\$ 3,626.41	\$ 8,300.00	\$ 4,673.59	\$ 10,000.00	\$ -
1.034104.01.000.00	34104		3410.4 - Fire CE		\$ 82.79	\$ 15,141.34	\$ 16,700.00	\$ 1,558.66	\$ 17,500.00	\$ -
1.034104.01.000.12	34104	12	3410.4 - Fire CE	GASOLINE	\$ 15.87	\$ 376.89	\$ 1,000.00	\$ 623.11	\$ 500.00	\$ -
1.034104.01.000.13	34104	13	3410.4 - Fire CE	DIESEL	\$ 295.80	\$ 3,178.24	\$ 3,000.00	\$ (178.24)	\$ 3,200.00	\$ -
1.034104.01.000.21	34104	21	3410.4 - Fire CE	TRAINING	\$ 500.00	\$ 1,700.00	\$ 12,000.00	\$ 10,300.00	\$ 4,000.00	\$ -
1.034104.01.000.30	34104	30	3410.4 - Fire CE	APPARATUS MAINT	\$ 732.84	\$ 32,047.38	\$ 33,818.00	\$ 1,770.62	\$ 14,100.00	\$ -
1.034104.01.000.31	34104	31	3410.4 - Fire CE	PHYSICALS	\$ 8,212.00	\$ 9,382.00	\$ 7,400.00	\$ (1,982.00)	\$ 9,500.00	\$ -
1.034108.01.000.00	34108		3410.8 - Fire Employee Benefits		\$ -	\$ 15,180.99	\$ 26,000.00	\$ 10,819.01	\$ 16,000.00	\$ -
1.034108.01.000.46	34108	46	3410.8 - Fire Employee Benefits	FD - CANCER	\$ 4,415.00	\$ 4,415.00	\$ 5,100.00	\$ 685.00	\$ 5,100.00	\$ -
1.034109.01.000.00	34109		3410.9 - FD-Transfer to Equip Reserve		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.090408.01.000.45	90408	45	9040.8 - Workers Comp	FIRE	\$ -	\$ 20,326.00	\$ 20,000.00	\$ (326.00)	\$ 22,000.00	\$ -
1.019104.01.000.45	19104	45	1910.4 - Unallocated Insurance	FIRE	\$ -	\$ 26,715.00	\$ 26,715.00	\$ -	\$ 15,777.00	\$ -
1.099509.01.000.50	99509	50	9950.9 - Ambulance Reserve		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.099509.01.000.51	99509	51	9950.9 - FD-Transfer to Equip Reserve		\$ -	\$ -	\$ 60,000.00	\$ 60,000.00	\$ 75,000.00	\$ -
1.097206.01.000.76	97206	76	9720.6 - Principal Installment Bonds	FD PICKUP 2025	\$ -	\$ -	\$ 12,525.00	\$ 12,525.00	\$ 15,000.00	\$ -
1.097207.01.000.76	97207	76	9720.7 - Interest Installment Bonds	FD PICKUP 2025	\$ -	\$ -	\$ 276.00	\$ 276.00	\$ -	\$ -
Total Firematic:					\$ 14,254.30	\$ 132,089.25	\$ 232,834.00	\$ 100,744.75	\$ 207,677.00	\$ -

2023-2024 BUDGET	GL #		Department	Sub Category	Month	YTD	Budget	Balance	REQUESTED	TENTATIVE						
HOUSE EXPENSES																
1.034104.01.000.40	34104	40	3410.4 - Fire CE	FH - CE	\$	1,824.44	\$	7,501.79	\$	10,440.00	\$	2,938.21	\$	10,500.00	\$	-
1.034104.01.000.41	34104	41	3410.4 - Fire CE	FH - UTILITIES	\$	1,343.91	\$	11,194.88	\$	16,200.00	\$	5,005.12	\$	14,400.00	\$	-
1.034104.01.000.42	34104	42	3410.4 - Fire CE	FH - HEATING FUEL	\$	1,070.03	\$	6,632.76	\$	9,000.00	\$	2,367.24	\$	8,000.00	\$	-
1.034104.01.000.43	34104	43	3410.4 - Fire CE	FH - REPAIRS/MAINT	\$	14,382.63	\$	23,381.98	\$	30,000.00	\$	6,618.02	\$	27,200.00	\$	-
1.034104.01.000.44	34104	44	3410.4 - Fire CE	FH - OFFICE	\$	3,202.28	\$	9,463.80	\$	10,200.00	\$	736.20	\$	12,000.00	\$	-
Total House:					\$	21,823.29	\$	58,175.21	\$	75,840.00	\$	17,664.79	\$	72,100.00	\$	-
EMS EXPENSES																
1.045404.01.000.00	45404		4540.4 - Ambulance CE		\$	193.54	\$	3,863.00	\$	12,000.00	\$	8,137.00	\$	13,000.00	\$	-
1.045404.01.000.05	45404	5	4540.4 - Ambulance CE	PAID AMBULANCE	\$	33,652.86	\$	336,528.60	\$	405,000.00	\$	68,471.40	\$	-	\$	-
1.045409.01.000.00	45409		4540.9 - Ambulance Reserve		\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Total EMS:					\$	33,846.40	\$	340,391.60	\$	417,000.00	\$	76,608.40	\$	13,000.00	\$	-

FIREMATIC BUDGET 2023-2024

34104.01.0.00 Contractual Expenses

Verizon - Cell Phones	\$ 2,000.00
Verizon - MDT Tablets	\$ 2,500.00
SCBA Testing	\$ 2,000.00
SCBA Parts	\$ 500.00
Air Monitor Service	\$ 500.00
Refill Extinguishers	\$ 500.00
Amkus (Jaws of Life) Service	\$ 1,000.00
Ladder Testing	\$ 400.00
UL Pump Testing	\$ 1,000.00
Hose Testing	\$ 4,000.00
Pager/Radio Repair	\$ 1,000.00
Cascade Bottle Rental	\$ 2,000.00
Breathing Air	
Hazmat/Speedy-Dri/Flares	\$ 1,000.00
Subtotal	\$ 18,400.00

FUEL

34104.01.0.12 Gas	\$ 500.00
34104.01.0.13 Diesel	\$ 3,200.00
Subtotal	\$ 3,700.00

34104.01.0.31 Physicals

Firefighter Physicals	\$ 8,000.00
Hepatitis Vaccine	\$ 300.00
Blood Test	\$ 1,200.00
Subtotal	\$ 9,500.00

34104.01.0.21 Training/Education

Training Association Dues	\$ 500.00
Seminars/NYS Classes	
In-House Training	\$ 1,500.00
Mandated Annual Training	\$ 1,000.00
NYS AFC/Chiefs' Council	\$ 500.00
Fire Prevention	\$ 500.00
CPR/1st Aid/AED Training	
Subtotal	\$ 4,000.00

FIREMATIC BUDGET 2023-2024

34104.01.0.30 Apparatus Maintenance

NYS Inspections	\$	300.00
49-1	\$	500.00
49-2	\$	1,000.00
49-11	\$	1,700.00
49-13	\$	1,700.00
49-31	\$	1,700.00
49-55	\$	2,500.00
49-63	\$	500.00
49-61	\$	1,000.00
Misc. Service	\$	1,200.00
Parts	\$	2,000.00
Subtotal	\$	14,100.00

34102.01.0.00 Equipment

Traffic control (vests, signage)	\$	1,000.00
Recovery equipment (kinetic ropes, winch)	\$	3,000.00
Turnout gear (2 sets)	\$	6,000.00
Subtotal	\$	10,000.00

34108.01.0.00 Insurance

Liability	\$	27,000.00
Workers' Compensation	\$	22,000.00
Service Awards (Penflex)	\$	16,000.00
Subtotal	\$	65,000.00

Capital Reserve

99059.01.0.51 Apparatus Reserve Fund	\$	75,000.00
99059.01.0.50 Ambulance Reserve		
97206.01.0.76 Chief's Truck Debt Service	\$	15,000.00
Subtotal	\$	90,000.00

Total Budget	\$	214,700.00
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FIRE HOUSE BUDGET 2023-2024

34104.01.0.40 Contractual

Dumpster Rental	\$2,025.00
Firehouse Cleaning	\$7,800.00
Vector Security Monitoring/Maintenance	\$670.00
Subtotal	\$ 10,495.00

34104.01.0.41 Utilities

Electric	\$11,000.00
Optimum	\$2,850.00
Propane	\$550.00
Subtotal	\$ 14,400.00

34104.01.0.42 FUEL

Heating Oil	\$8,000.00
Subtotal	\$8,000.00

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	\$900.00
Air conditioners/refrigerators/ freezers service	\$800.00
Subtotal	\$ 4,100.00

Capital Improvements

Replace Heating Cover upstairs (Trophy Room)	\$ 1,500.00
Replace (8) Windows Front Street side	\$ 21,500.00
Subtotal	\$ 23,000.00

34104.01.0.44 Office Expenses:

Copier Rental/Repair	\$3,500.00
Office Supplies	\$500.00
Network Services	\$8,000.00
Subtotal	\$ 12,000.00

Total Budget	\$ 71,995.00
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EMS BUDGET 2023-2024

45404.01.0.00 Contractual Expenses

First Aid Supplies/ Oxygen / EpiPens	\$	5,000.00
Ambulance Maintenance/ Repairs		
Stretchers/ Stair Chairs Service		
AED's Service		
Subtotal	\$	5,000.00

34104.01.0.21 Training and Education

CPR/First Aid/Seminars/CME's	\$	3,000.00
Defensive Driving /EVOC		
Subtotal	\$	3,000.00

45404.01.0.00 Equipment

EMS Protective Gear / Rehab	\$	2,000.00
EMR System	\$	3,000.00
Subtotal	\$	5,000.00

Total Budget	\$	13,000.00
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2023-2024 BUDGET	Department	Sub Category	Month	YTD	Budget	Balance	REQUESTED	TENTATIVE
EXPENSES								
1.010101.01.000.00	1010.1 - Village Board PS		\$ -	\$ 12,607.20	\$ 16,810.00	\$ 4,202.80	\$ 17,313.89	\$ -
1.010104.01.000.00	1010.4 - Village Board CE		\$ 69.23	\$ 1,885.96	\$ 2,500.00	\$ 614.04	\$ 2,500.00	\$ -
1.010108.01.000.00	1010.8 - Board-Employee Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.012101.01.000.00	1210.1 - Mayor- PS		\$ -	\$ 9,455.40	\$ 12,608.00	\$ 3,152.60	\$ 12,985.42	\$ -
1.012104.01.000.00	1210.4 - Mayor CE		\$ -	\$ 1,043.16	\$ 1,000.00	\$ (43.16)	\$ 1,000.00	\$ -
1.012108.01.000.00	1210.8 - Mayor-Employee Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.013204.01.000.00	1320.4 - Independent Auditing & Accounting		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.013251.01.000.00	1325.1 - Clerk/Treasurer PS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.013251.01.000.01	1325.1 - Clerk/Treasurer PS	CLERK/TREASURER	\$ 3,019.37	\$ 49,262.47	\$ 60,779.00	\$ 11,516.53	\$ 63,828.59	\$ -
1.013251.01.000.02	1325.1 - Clerk/Treasurer PS	PT DEP CLERK	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.013251.01.000.03	1325.1 - Clerk/Treasurer PS	DEPUTY CLERK	\$ 2,139.42	\$ 41,644.86	\$ 52,005.00	\$ 10,360.14	\$ 54,298.72	\$ -
1.013251.01.000.04	1325.1 - Clerk/Treasurer PS	LEGISLATIVE ASST	\$ -	\$ 7,879.50	\$ 10,506.00	\$ 2,626.50	\$ 10,821.18	\$ -
1.013252.01.000.00	1325.2 - Clerk/Treasurer EQ		\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
1.013254.01.000.00	1325.4 - Clerk/Treasurer CE		\$ -	\$ 234.98	\$ 600.00	\$ 365.02	\$ 600.00	\$ -
1.013254.01.000.21	1325.4 - Clerk/Treasurer CE	TRAINING	\$ -	\$ 960.96	\$ 250.00	\$ (710.96)	\$ 1,000.00	\$ -
1.013258.01.000.00	1325.8 - Clerk/Treasurer Employee Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.014204.01.000.00	1420.4 - Attorney CE		\$ 1,147.00	\$ 17,102.50	\$ 17,500.00	\$ 397.50	\$ 17,500.00	\$ -
1.014304.01.000.00	1430.4 - Personnel CE		\$ 159.40	\$ 4,063.10	\$ 4,840.00	\$ 776.90	\$ 5,000.00	\$ -
1.014404.01.000.00	1440.4 - Engineer/Consultant		\$ -	\$ -	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ -
1.014604.01.000.00	1460.4 - Records Management CE		\$ 1,568.35	\$ 2,593.19	\$ 3,700.00	\$ 1,106.81	\$ 4,000.00	\$ -
1.014804.01.000.00	1480.4 - Public Info CE		\$ -	\$ 944.88	\$ 7,000.00	\$ 6,055.12	\$ 5,500.00	\$ -
1.016214.01.000.00	1621.4 - Thorne Building CE		\$ -	\$ 1,423.48	\$ -	\$ (1,423.48)	\$ -	\$ -
1.016222.01.000.00	1622.2 - Village Hall EQ		\$ 749.94	\$ 749.94	\$ 500.00	\$ (249.94)	\$ 500.00	\$ -
1.016224.01.000.00	1622.4 - Village Hall CE		\$ 821.93	\$ 8,729.25	\$ 9,500.00	\$ 770.75	\$ 10,200.00	\$ -
1.016224.01.000.11	1622.4 - Village Hall CE	UTILITIES	\$ 861.91	\$ 7,263.89	\$ 10,000.00	\$ 2,736.11	\$ 10,200.00	\$ -
1.016224.01.000.14	1622.4 - Village Hall CE	HEATING FUEL	\$ 557.50	\$ 3,247.85	\$ 6,000.00	\$ 2,752.15	\$ 6,000.00	\$ -
1.016224.01.000.15	1622.4 - Village Hall CE	HEATING FUEL GYM	\$ 1,054.27	\$ 6,407.80	\$ 8,000.00	\$ 1,592.20	\$ 10,000.00	\$ -
1.016224.01.000.20	1622.4 - Village Hall CE	REPAIRS/MAINT	\$ 32.09	\$ 14,032.29	\$ 15,668.00	\$ 1,635.71	\$ 2,500.00	\$ -
1.016224.01.000.54	1622.4 - Village Hall CE	VH RESTORATION RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.016229.01.000.00	1622.9 - Village Hall Restoration		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.016604.01.000.00	1660.4 - Central Storeroom CE		\$ 634.13	\$ 3,236.53	\$ 3,700.00	\$ 463.47	\$ 5,000.00	\$ -
1.016704.01.000.00	1670.4 - Central Print/Mail		\$ -	\$ 1,735.08	\$ 3,100.00	\$ 1,364.92	\$ 3,600.00	\$ -

2023-2024 BUDGET	Department	Sub Category	Month	YTD	Budget	Balance	REQUESTED	TENTATIVE
1.016802.01.000.00	1680.2 - Data Processing EQ		\$ -	\$ 1,157.99	\$ 1,000.00	\$ (157.99)	\$ 6,650.00	\$ -
1.016804.01.000.00	1680.4 - Data Processing CE		\$ -	\$ 1,816.73	\$ 6,000.00	\$ 4,183.27	\$ 2,700.00	\$ -
1.017204.01.000.00	1720.4 - Awards CE		\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
1.019104.01.000.00	1910.4 - Unallocated Insurance		\$ -	\$ 38,319.55	\$ 33,200.00	\$ (5,119.55)	\$ 54,460.46	\$ -
1.019204.01.000.00	1920.4 - Municipal Associatoin Dues		\$ -	\$ 1,055.00	\$ 957.00	\$ (98.00)	\$ 1,100.00	\$ -
1.019504.01.000.00	1950.4 - Taxes & Assessments		\$ -	\$ 5,126.02	\$ 5,880.00	\$ 753.98	\$ 5,800.00	\$ -
1.019904.01.000.00	1990.4 - Contingency Account		\$ -	\$ 3,900.00	\$ 3,896.00	\$ (4.00)	\$ -	\$ -
1.036201.01.000.00	3620.1 - Safety Insp PS		\$ -	\$ 11,819.25	\$ 15,759.00	\$ 3,939.75	\$ 16,231.77	\$ -
1.036201.01.000.04	3620.1 - Safety Insp PS	LEGISLATIVE ASST	\$ 169.71	\$ 3,394.20	\$ 4,413.00	\$ 1,018.80	\$ 4,544.83	\$ -
1.036204.01.000.00	3620.4 - Safety Insp CE		\$ 31.24	\$ 250.72	\$ 1,000.00	\$ 749.28	\$ 1,000.00	\$ -
1.036208.01.000.00	3620.8 - Safety Insp Empl Bene		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.071802.01.000.00	7180.2 - Sp Rec Fac-TENNIS COURTS		\$ -	\$ 23,309.21	\$ 23,325.00	\$ 15.79	\$ -	\$ -
1.080101.01.000.00	8010.1 - Zoning PS		\$ -	\$ -	\$ 1,366.00	\$ 1,366.00	\$ 1,407.02	\$ -
1.080104.01.000.00	8010.4 - Zoning CE		\$ -	\$ 73.28	\$ 250.00	\$ 176.72	\$ 250.00	\$ -
1.080108.01.000.00	8010.8 - Zoning Empl Ben		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.080201.01.000.00	8020.1 - Planning PS		\$ -	\$ 1,589.36	\$ 6,500.00	\$ 4,910.64	\$ 6,683.35	\$ -
1.080204.01.000.00	8020.4 - Planning CE		\$ -	\$ 129.84	\$ 250.00	\$ 120.16	\$ 400.00	\$ -
1.080204.01.000.08	8020.4 - Planning CE	COMPREHENSIVE PLAN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.080208.01.000.00	8020.8 - Planning Empl Ben		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.081604.01.000.00	8160.4 - Refuse/Garbage CE		\$ 163.08	\$ 1,467.72	\$ 1,980.00	\$ 512.28	\$ 2,050.00	\$ -
1.085604.01.000.00	8560.4 - Shade Trees CE		\$ -	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -
1.090108.01.000.00	9010.8 - State Retirement		\$ -	\$ 41,031.00	\$ 52,000.00	\$ 10,969.00	\$ 50,000.00	\$ -
1.090258.01.000.00	9025.8 - Local Pension Fund, Empl Brfts		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.090308.01.000.00	9030.8 - Social Security (Village Share)		\$ 1,778.38	\$ 31,216.70	\$ 42,000.00	\$ 10,783.30	\$ 42,000.00	\$ -
1.090408.01.000.00	9040.8 - Workers Comp		\$ -	\$ 22,196.00	\$ 22,000.00	\$ (196.00)	\$ 24,000.00	\$ -
1.090558.01.000.00	9055.8 - Disability Insurance		\$ -	\$ 949.05	\$ 1,000.00	\$ 50.95	\$ 1,000.00	\$ -
1.090608.01.000.00	9060.8 - Medical Insuance		\$ 6,990.72	\$ 69,498.46	\$ 83,700.00	\$ 14,201.54	\$ 90,300.00	\$ -
1.090608.01.000.09	9060.8 - Medical Insuance	HRA	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 24,000.00	\$ -
1.097106.01.000.00	9710.6 - Debt Service on Bond		\$ -	\$ 48,000.00	\$ 48,000.00	\$ -	\$ 48,000.00	\$ -
1.097107.01.000.00	9710.7 - Interest on Debt Service		\$ -	\$ 10,272.00	\$ 10,272.00	\$ -	\$ 9,120.00	\$ -
1.097206.01.000.00	9720.6 - Principal Installment Bonds		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.097207.01.000.00	9720.7 - Interest Installment Bonds		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.097306.01.000.83	9730.6 - Debt Principal, Bond Antic	RETAINING WALL	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 13,477.12	\$ -

2023-2024 BUDGET	Department	Sub Category	Month	YTD	Budget	Balance	REQUESTED	TENTATIVE
1.097307.01.000.83	9730.7 - Debt Interest, Bond Anticip	RETAINING WALL	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 4,107.46	\$ -
1.097376.01.000.00	9737.6 - OLD GL now 97206-76 Principal FD Pickup		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.097377.01.000.00	9737.7 - OLD GL now 97207-76 Interest FD Pickup		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.099019.01.000.00	9901.9 - Interfund Transfer		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.099509.01.000.00	9950.9 - Transfers to Capt. Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.099509.01.000.54	9950.9 - Transfers to Capt. Projects	VH RESTORATION RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total :			\$ 21,947.67	\$ 523,076.35	\$ 651,314.00	\$ 128,237.65	\$ 664,629.81	\$ -

FRONT OFFICE BUDGET 2023-2024

1.010104.01.000.00	1010.4 - Village Board CE		
	Verizon (office cell \$32/m)	\$	420.00
	Verizon (office hotspot \$37.99/m)	\$	480.00
ranges from \$40-\$100	Meeting Notices (Poughkeepsie Journal ~\$60/notice)	\$	500.00
	Training (4 members x \$150)	\$	600.00
	Gifts (flowers, condolences, etc)	\$	300.00
		MINIMUM	\$ 2,300.00
1.012104.01.000.00	1210.4 - Mayor CE		
	DCSMA Dues	\$	500.00
	printer supplies	\$	50.00
	trainings, meeting fees	\$	200.00
			\$ 750.00
1.013204.01.000.00	1320.4 - Independent Auditing & Accounting		
			\$ -
1.013252.01.000.00	1325.2 - Clerk/Treasurer EQ		
			\$ -
1.013254.01.000.00	1325.4 - Clerk/Treasurer CE		
	Email addresses (clerk & d.clerk) \$120/ea	\$	240.00
	Misc supplies		
			\$ 240.00
1.013254.01.000.21	1325.4 - Clerk/Treasurer CE	TRAINING	
NYCOM	Training (Clerk, Deputy Clerk)	\$	1,000.00
			\$ 1,000.00
1.014204.01.000.00	1420.4 - Attorney CE		
	General Matters		
	Retaining Wall		
	Water/Sewer		
			\$ -
1.014304.01.000.00	1430.4 - Personnel CE	Paychex	
	Paycheck Processing (~ \$175 pay period)	\$	4,550.00
	End of Year (W-2, reports)	\$	450.00
			\$ 5,000.00
1.014404.01.000.00	1440.4 - Engineer/Consultant		
	Retaining Wall		

FRONT OFFICE BUDGET 2023-2024

	\$ -
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1.014604.01.000.00 1460.4 - Records Management CE

yearly	Info-Tax (May - April)	\$ 1,600.00
yearly	Info-Tax Online (February - January)	\$ 1,100.00
yearly	General E-Code (yearly Mar/Apr)	\$ 1,200.00
	Integrate Code - eCode	

	\$ 3,900.00
--	-------------

1.014804.01.000.00 1480.4 - Public Info CE

split 4 ways	Blackboard Connect	\$ 825.00
yearly	Website hosting, maint & support & domain	\$ 1,500.00
yearly	Dropbox Plus (2TB storage)	\$ 120.00
WISH LIST (yearly)	Auto streaming of live video to website	\$ 149.00
WISH LIST (yearly)	HeyGov/License	\$ 2,000.00
WISH LIST (yearly)	HeyGov - Pay App	\$ 588.00

	\$ 5,182.00
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1.016222.01.000.00 1622.2 - Village Hall EQ

	\$ -
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1.016224.01.000.00 1622.4 - Village Hall CE

	Cleaning (\$611/m)	\$ 7,332.00
	Cleaning (\$50/week xtra bathroom 26 weeks)	\$ 1,300.00
yearly	Vector Security (yearly)	\$ 700.00
	Bathroom Supplies (tp, paper towels, cleaning)	\$ 400.00
yearly	HR Direct poster guard	\$ 85.00
yearly	Fire Extinguisher Service	\$ 75.00
	COVID Supplies	\$ 100.00
	Winter Salt for walkway	\$ 150.00
	Halloween Candy for kids	\$ 120.00
	New Flags	\$ 75.00

	\$ 10,337.00
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1.016224.01.000.11 1622.4 - Village Hall CE UTILITIES

	Cable/Internet/Phone (~\$370/m)	\$ 4,440.00
	Electric (~\$477/m)	\$ 5,700.00

	\$ 10,140.00
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1.016224.01.000.14 1622.4 - Village Hall CE HEATING FUEL

	Heating Fuel (~ 1500/gal @ \$4)	\$ 6,000.00
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	\$ 6,000.00
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1.016224.01.000.15 1622.4 - Village Hall CE HEATING FUEL GYM

	Heating Fuel (~ 2500/gal @ \$4)	\$ 10,000.00
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	\$ 10,000.00
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1.016224.01.000.20 1622.4 - Village Hall CE REPAIRS/MAINT

	Boiler Service	\$ 250.00
	Boiler/Heater Repair	\$ 500.00

FRONT OFFICE BUDGET 2023-2024

Plumbing repair	\$	200.00
Fix boiler pipes		
Electrical repair/exit lights etc	\$	400.00
Gym Repairs	\$	200.00

	\$	1,550.00
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1.016224.01.000.54 1622.4 - Village Hall CE VH Restoration

	\$	-
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1.016604.01.000.00 1660.4 - Central Storeroom CE

Printer Rental (\$190/m)	\$	2,280.00
Water Cooler Rental	\$	72.00
Water Cooler Water	\$	200.00
Water Billing Paper (Newsletter)	\$	150.00
<i>COULD GO TO W/S</i> Water Billing Paper (Envelopes & Paper \$185/quarter)	\$	740.00
Copy Paper	\$	500.00
General Office Supplies	\$	850.00
A/P Checks	\$	300.00

	\$	5,092.00
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1.016704.01.000.00 1670.4 - Central Print/Mail

Postage Machine Rental (\$180/quarter)	\$	720.00
<i>COULD GO TO W/S</i> Water Billing Postage (\$471/quarter)	\$	1,884.00
Tax Bill Postage (800 x .63)	\$	504.00
Tax Bill Reminder Postage (100 x .63)	\$	63.00
Letters to residents (100 x .63)	\$	63.00
Certified Letters (\$8.08/each ~ 25)	\$	200.00
Prime Membership	\$	179.00

	\$	3,613.00
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1.016802.01.000.00 1680.2 - Data Processing EQ

New Server	\$	5,100.00
New Server Install	\$	1,950.00

	\$	7,050.00
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1.016804.01.000.00 1680.4 - Data Processing CE

IT service (Neteffx 10 hours)	\$	1,000.00
Adobe Suite	\$	650.00
Microsoft Office	\$	100.00
Enhanced Software (yearly)	\$	950.00

	\$	2,700.00
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1.017204.01.000.00 1720.4 - Awards CE

Fire Dept Installation Dinner		
Rescue Squad Dinner		

	\$	-
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1.019204.01.000.00 1920.4 - Municipal Association Dues

NYCOM annual dues	\$	1,000.00
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FRONT OFFICE BUDGET 2023-2024

NYGFOA \$ 100.00

\$ 1,100.00

1.036204.01.000.00 3620.4 - Safety Insp CE

Verizon Cell (~\$32/m) \$ 384.00
 Training \$ 500.00

\$ 884.00

1.051824.01.000.00 5182.4 - Street Lighting CE

Village Lighting (~3000/m)
 HIGHWAY BUDGET Ornamental Lighting (~\$300/m)
 Friendly Lane (~\$130/m)
 Warning Sign MHS (~\$35/m)
 157 Church St Lights (~35/m)

\$ -

1.080104.01.000.00 8010.4 - Zoning CE

NYCOM conference/training \$ 250.00
 Meeting Notices (Poughkeepsie Journal ~\$40/notice) \$ 200.00
 Zoom Subscription (split 2 ways) \$ 75.00
 Planning Federation Dues \$ 100.00

\$ 625.00

1.080204.01.000.00 8020.4 - Planning CE

NYCOM conference/training \$ 250.00
 Meeting Notices (Poughkeepsie Journal ~\$40/notice) \$ 200.00
 Zoom Subscription (split 2 ways) \$ 75.00

\$ 525.00

1.081604.01.000.00 8160.4 - Refuse/Garbage CE

Litter Baskets (~\$170/m) currently \$163 \$ 2,000.00

\$ 2,000.00

1.085604.01.000.00 8560.4 - Shade Trees CE

Trees

\$ -

1.090608.01.000.00 9060.8 - Medical Insurance

MVP Health Ins Premiums \$ 80,089.56
 CDPHP Dental \$ 6,145.32 you said no change so I multiplied 512.11 x 12
 United Healthcare AARP \$ 4,050.00 328.25 (8) 347.95 (4)

\$ 90,284.88



Next Board of Trustees Meeting:

Monthly Business Meeting

Wednesday, April 12, 2023 at 6:00 pm

Budget Meeting: Follow-Up

TBA

***MEETINGS ARE HELD AT THE
Millbrook Firehouse***

20 Front Street, Millbrook

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