

**VILLAGE OF PORT DICKINSON**  
**Work Session**  
**February 23, 2016**  
**5:00pm**

<b>Officers Present:</b>	<b>Mayor</b>	<b>Kevin M. Burke</b>
	<b>Trustees</b>	<b>Michael Cashman</b>
		<b>James DeGennaro</b>
		<b>Charles Harding</b>
	<b>Treasurer</b>	<b>Cheryl Miller</b>
	<b>Clerk</b>	<b>Susan Fox</b>
<b>Absent:</b>	<b>Trustee</b>	<b>Robert Aagre</b>

1. Mayor requests submission of items for the Spring newsletter by 2/26/16. All capital expenditures need to be specified and planned in advance with the Treasurer so they appear in the budget.
2. The time clock is broken. It will not be repaired and DPW employees will keep time cards as the Police Dept does.
3. 2016-2017 Budget – assessed values are up \$500,000 which will yield an additional \$5,000 in incoming taxes without increasing the tax rate. There is also savings with the DPW retirement and new hire. Mayor Burke will be meeting with Treasurer Miller and hopes to have no tax increase for the upcoming budget.
4. Mayor Burke reported that as of 12/15/15 the Village is no longer on the NYS Comptroller’s Fiscal Stress List.
5. The November meeting falls on Election Day (11/8). It is proposed to change the meeting to 11/15 and cancel the November work session.
6. Parking tickets – Trustee Cashman will work on updating the template to reflect current amounts.
7. Code Enforcement will have printed a door hanger with check-boxes for common code violations that can be used as a first notice.