

## BUDGET WORKSHOP

March 4, 2025

7:00 p.m.

Present: Mayor Chichester, Deputy Mayor Mitchell, Trustee Sandoval, Trustee Sarker, Trustee Schneider, Building Inspector Stegenga and Treasurer Coimbra.

Pledge of Allegiance.

Building Department – Building Inspector Stegenga discusses how this budget reflects changes in fees for the rental registration that was previously discussed with the board. Discussion with the Building Inspector and the board on the number of rental registrations that need to be done in Harriman. Discussion with the Board about raising the cost of the rentals, the time it will take to do inspections plus the paperwork. The Building Inspector states that we are currently charging \$50, and if an inspection fails, we do not charge anything. The Building Inspector states she would like to raise it to \$100 and \$75 if you fail the first one. Trustee Schneider discusses how she feels; the cost is too high. Building Inspector Stegenga states for the time some of them will take her, especially the business, that it is not too much. Treasurer Coimbra suggests that possibly charging a different rate for the commercial opposed to the residential. Discussion with the board on how the inspection protects the renter. The Building Inspector states it allows the renter to know that when they move into the rental space, it is safe and up to code. Discussion on how it is up to the board to decide whether they are going to raise the Rental Registration Fee, and they will start to determine that at the next board meeting.

The Building Inspector discusses Permit Fees and her proposal to break down into different categories, for Roof/windows/doors, Electric, Plumbing/HVAC, Construction. The Building Inspector discusses how this ensures that each contractor has insurance, and it protects the homeowner. Trustee Schneider asks if other municipalities are doing this? The Building Inspector says they are moving towards this because it also allows only one part of the job to be shut down, if there is an issue. The Treasurer questions, have you raised the building permit revenue by \$6,000, solely due to breaking these permits into 4 different categories? The Building Inspector explains that it is not only because of the breakdown but also due to adding the actual amount spent that will be added when closing out a building permit.

The Building Inspector discusses the expenses line. The Building Inspector states that the truck is in really good shape, so she reduced that line by \$100.00. The Building Inspector states that she would like to purchase a program from IWORKS that is strictly for Fire and Safety. Discussion on how quickly IWORKS could have the program up and working. Treasurer Coimbra states that there is a Fire and Safety Program inside the current software that we already own. The Building Inspector is aware and discusses her dissatisfaction with the current software for the permit section and if the fire and safety portion is anything like that, it is not user friendly. The Building Inspector also discusses how poor the support is with the current software.

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Treasurer Coimbra states that we should reach out to the current software since we just purchased this software last year and see the capabilities of the current software's fire and safety program before we buy something new. The board agrees.

The Building Inspector discusses needing updated code books. The Treasurer states that the previous building inspector budgeted for the books last year so they can be purchased during the current fiscal year. The Building Inspector will move forward with ordering them now.

Trustee Sandoval asks about the request for salary increases and about the deputy clerks' time allocated time to the building department. There is discussion on the deputy clerks' time allocation in the building department as well as how an increase in salary will be determined.

**A MOTION WAS** made by Deputy Mayor Mitchell to adjourn the meeting at 8:19 p.m.

**SECOND** by Trustee Schneider

**ALL IN FAVOR**

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Submitted By: Marie Coimbra, Treasurer