

**Town Board 2012 Budget Workshop Meeting
November 7, 2011**

Present: Jeff Logan, Kitty Brown, Jane Ann Williams, and Toni Hokanson.

At 7:04 p.m. Supervisor Hokanson opened the meeting with the Pledge of Allegiance.

Agenda items:

2012 Buildings and Grounds, Water and Sewer Budget – Bob Leghorn, Director of Building and Grounds, Water and Sewer was present to discuss his budget with the Board.

Councilwoman Brown arrived at 7:18 p.m. and Councilman Lewis arrived at 7:20 p.m.

Discussions:

Dave Clouser Water and Sewer Consumptions: Supervisor Hokanson told Bob that a few months ago they had Dave Clouser go through all water and sewer consumptions and figure out what the percentage per consumption was for each water and sewer district so she adjusted your time in the different line items based on that information. She didn't change how many people were in each section. She just changed the percentage of time in each section. We don't go through the Personnel lines anyway. The Personnel is by contract. She said she changed the percentages of both the cargo van you put in for and the conferences to coincide with those percentages. She didn't take any of those things out; she just adjusted the amounts in each line. The one thing she did not put in was the new meters.

Water Meters- Bob Leghorn, Director of Building and Grounds, Water and Sewer had a discussion with the Board about the new meters. Supervisor Hokanson said she did not put in the new meters in the budget not because she doesn't think it's a good idea, but because she thinks we shouldn't raise taxes for that; in fact it has to come out of the water and sewer lines. She thinks the better way to do that is get quotes and Bond for it and then charge it back to each individual person over time rather than having it in the budget. Also, she thinks it would be more cost efficient to buy all the meters at once for all the Districts. Bob asked how about the money from Woodland Pond. Wouldn't that pay for it? She said that money would only go into Water and Sewer District One. Bob answered with how about starting with Water and Sewer District One? At least start the process. She says she doesn't think that's fair. We have to charge it back to the users who get the meters. She thought they would get a better deal if they bought all the meters at once. He thought they should start with Water and Sewer District One because it would be paid for by the Woodland Pond money. It wouldn't have an impact with raising the rates. And aren't you going to raise the rates anyway? She said, yes they were. She said but we need to build the fund balances back up so they'll have the money there to pay for any serious repairs that need to happen in the future. He said in 2007 they were making money in everything. It's really been the last 4 or 5 years where did that money go? She answered the money went to buying the water and sewer from the Village because the rates we were paying increased but we didn't increase the rates to the customers. He responded so you were actually just using up that fund balance. She said yes. Councilman Logan asked him how much he thought he would need for the new meters. He said about \$19,656 for Sewer District One and about \$35,000 for Water District One for a total cost of about \$54,000, and those numbers should come down a little. Councilman Logan thinks they should do it. It will be more efficient and we'll save money. Bob said because he thinks it only takes one person to read water meters and it takes about 3 hours and you're done. Right now it takes 5 days and 4 people, and inaccuracy and

going back and forth to houses. And you can actually monitor too. If somebody has a leak you pick that leak up immediately so you're actually saving the customer money. Councilman Logan and Supervisor Hokanson had a discussion about the fund balances. In the end it was determined that \$17,000 would be added to both an expense line and a revenue line in order for it to balance in the budget. So the expense would be reflected in the equipment line and the revenue would be reflected in the appropriated fund balance line.

Sewer District 6- Bob said Sewer District 6 is running crazy deficits. The Board needs to do something about that. Supervisor Hokanson said we know. Councilman Logan said we need to get a Bond. Bob said you need to do other things too. Supervisor Hokanson added we've been having that conversation over the last six months. And we have a Public Hearing set to change the rates on December 1st. Councilman Logan added we've also been in violation of the law too. Because any loans taken from a special district have to be repaid in the same fiscal year and we're not doing that either. And not only are we taking out money illegally but we're also not repaying money to the special users that we should be.

Woodland Pond- Woodland Pond is questioning and investigating the bill from the Village because there is a possibility that the bills are inaccurate and if that's true, that will affect what we get from Woodland Pond because our bills are based on the Village's.

Seasonal Worker- Bob told the Board that he thought they could drop the \$25,000 for Bob Karlsbach from Recycling-- we really don't need that anymore so that \$25,000 could drop out of the A Fund. Supervisor Hokanson doesn't agree. The lawn gets pretty high before you get to it. People won't have to wait as long for the work to be done. There's plenty of work to be done. And there's a lot of additional field maintenance.

New Generator or at least New Circuit Board Emergency Action Needed in Sewer District 6: Bob told the Board that in Sewer District 6 we need to get that generator fixed because we need it by law. Right now you have a sewer plant that doesn't have a generator what that causes is either we pop a manhole or sewer goes into the residence. The Generator is broken. Supervisor Hokanson said she thought he took the generator from Town Hall. No he responded that's way too small to run a sewer plant. So need at least a new circuit board to go into the old generator so when the electric goes out you're not polluting. It's required by law by the DEC to have a working generator at all times. We've already been operating 8 days without it. Councilwoman Brown asked Bob so you are recommending we forego getting the standard procurement policy, and not get the third bid so we can get that up and running as soon as possible? He said yes. She asked that's not something that goes into the budget? Supervisor Hokanson no, that's separate from the budget. Councilwoman Brown said that would be unexpended funds for emergency purposes. She said what is the balance in the unexpended fund? Supervisor Hokanson said there is no unexpended balance in that fund. We are over-budget. It's Sewer District 6. He also said he needs the Zodiac which is 25 years old to be rebuilt; the panel and the plumbing. Supervisor Hokanson asked him if Mike Fairweather had met him out there a couple days ago to look at it? He said no. She said she'll follow up on that because she had asked him to do it that day. He said you also need the plumbing too. You have to plumb that in; you need both, because you don't want to start having overflows. Supervisor Hokanson asked Councilwoman Williams if she knows about the plumbing. She said no. So, Supervisor Hokanson said we don't know about the plumbing so you'll have to tell us about that. We only know about the electric. He replied that we went with Dave and Dave looked it all over, and it was me and Dave, Jane Anne couldn't be there because she had a meeting in Kingston so that's what happened there. Supervisor Hokanson asked him so what do you need? The estimate he got from Pete

is \$1500 to put in a new circuit breaker on that old generator. Supervisor Hokanson said we have another quote for getting it refurbished for \$895 (round to \$900), and I had asked Mike to give us a third quote so we would have 3 quotes. Does \$1500 include installation? Bob and Councilwoman Williams both believe that it does include installation. Councilwoman Brown suggested that within the next 48 hours we get 2 other bids and take the best one. Supervisor Hokanson said she just sent Mike a text.

The Zodiac: Bob said both the electrical panel and the pump station need to be replaced. It only serves 3 people. Supervisor Hokanson said she thinks we need to upgrade it and charge it back to those 3 people one of which is The Zodiac. Supervisor Hokanson said this is in Sewer District 6. We won't raise taxes to pay for it because it's user only. She added let's get those quotes and add it to the meeting on November 17th. Bob asked her, is Dave going to get the quotes? She said yes.

Bond for Sewer District 6: Councilman Logan said we should add a bond to Sewer District 6. He said we have to bond because we are so deep in the hole. Councilwoman Brown added that's true we have to pay for the RFP and the Income Study that should go into the budget. Supervisor Hokanson said yes. And she said let's not try to figure out those numbers at the table. Let me research that before the 17th.

Motions: Councilman Logan made a motion to put \$17,000 in Appropriated Fund Balance line # SWA9809998-000. Seconded by Councilwoman Brown. All aye votes cast except Supervisor Hokanson who voted nay. Motion passed.

Councilman Logan made a motion to make line #SWA5228340-200, equipment line, to add \$17,000 which would make the new balance \$20,776. All aye votes cast except Supervisor Hokanson who voted nay. Motion passed.

Councilman Logan made a motion that line # SSA9809998-000 balance equal \$35,000. Councilwoman Brown seconded. All aye votes cast except Supervisor Hokanson who voted nay. Motion passed.

Councilman Logan made a motion to add \$35,000 to line # SSA5228120200, equipment line to make the new balance be \$36,583. All aye votes cast except Supervisor Hokanson who voted nay. Motion carried.

Police: Joe Snyder, Chief of Police, and Police Commissioners, Ira Margolis, and Randall Leverette came to talk to the Town Board about the Police budget for 2012. Chief Snyder told Supervisor Hokanson that she needs to change the amount in CPS. She had \$1,500. It should be \$2,300. He said the Traffic Safety Step is still pending. It's the only one that is not confirmed yet. He also said Buckle Up is definitely coming out and out of the Overtime line as well. He also said we are showing a decrease in our budget of \$14,500. Councilman Logan asked him if he found out what the discrepancy was with the salaries? He said that the retro checks were paid out of the Personnel line when they should have been paid out of Contingency. He said and we didn't have enough money in the Contingency line to cover what was negotiated. Councilman Logan said there is still a difference of a few hundred thousands of dollars. We need to get all those numbers. The Board has been pressuring Chief Snyder to reduce the number of officers and or the number of dispatchers. He feels it is difficult to decrease the officer line anymore. If there had to be an elimination of a position and that was what the Board wanted, not that he is in favor of it; the place would be to look at their Sergeants. **Sergeants Discussion:** Renegotiate to change their work schedule to decrease from 4 to 3. That would be the only place that would not hurt the service, or the safety of the officers and community. It would be more work for them. It would leave more gaps. We would be going backwards to where we were in the late 80's early 90's. They always say it's bad to have gaps; that's why we went from 3 sergeants to 4. We would have to look at how it would actually work. Now is the time to begin

that talk because there is one Sergeant who will be retiring some time next year but that would be for the 2013 budget. It wouldn't be in time for the 2012 budget.

Police Dog Discussion: Ira Margolis said the Police Commission has the Police Dog issue on their Agenda for their next meeting which is on this Thursday, and unfortunately, this meeting came before their meeting. Mr. Leverette said that the Commission has talked to the Chief to try to find ways to offset the cost of the dogs because the Chief feels the dog is vital. Mr. Leverette said they tried to find a way to save \$30,000 so we could keep the dog. Maybe we could share the cost of the dog with another community, or get them to pay for some of the training. The cost of the dog is about \$30,000. If we don't have our own dog, we have to wait for a dog to come from another community and then we have to share the seized assets with them. We can use some of the money from the Seized Assets account to help offset the cost of the dog. Councilwoman Brown asked the Chief to get her the balance in the Seized Asset account. Supervisor Hokanson requested that the Chief get her the correct wording for using the \$8,500 from the Seized Assets for the dog training. Mr. Leverette said the Chief would come to the Commission to request that transfer. And he said they could do it this Thursday. Supervisor Hokanson then said that they can give it to her, and she'll hold on to it and will bring it to the Board to do at the end of December. The Chief asked the Board to check with Joe Moriello if they could charge other Towns for the use of the dog.

Step Program Discussion: Maybe they could get rid of the Step Program. That program would not stop, but it would decrease our Over-time. Councilwoman Brown and Supervisor Hokanson would like to keep the Step Program but Councilwoman Brown said she will listen to what the Police Commission thinks they should do about it. The Chief said the Step grant is based on hours. Supervisor Hokanson asked him to find out if we can do the same number of hours with part time paying at the regular rate and take less money and get back to them with the answer before next Thursday. He said yes. He also said that if he is forced to eliminate something he would reduce Step before he would reduce an officer.

Insurance Discussion: Another thing that Mr. Leverette suggested was they found that they could possibly save \$10,512 if we had the officers use **NYSHIP?** instead of MVP for their health insurance because for the family plan under MVP it's \$1,805 and under **NYSHIP?** it is \$1,513 a savings of \$292 a month for the 3 officers that are doing that. Supervisor Hokanson said she sent **Bill Walens** an email about it today and she got an automated response that he was out of the office for the day. She will follow up on that. Mr. Leverette mentioned another idea that might work to help save money would be the possibility of offering officers incentives for them to use their spouse's or partner's insurance benefits instead of being on ours. Currently the amount they offer them if they do that is \$2,000. The Chief said that might not be enough of an incentive to get them to switch. He suggested they might want to raise it to maybe \$4,000, because if they got officers to switch, they would save a lot more than the \$4,000 it would cost them to get them to make the switch.

Councilman Logan said this budget is still not acceptable. It still increases the tax rate and he feels they must create a budget that does not increase the tax rate at all. He feels they have to look at the Dispatch line, and try to reduce it.

Motions: Supervisor Hokanson made a motion to reduce the balance in line # A312100 from \$1,884,890 to \$1,873,391. Councilwoman Williams seconded. All aye votes cast except Councilman Logan who voted nay. Motion carried.

Supervisor Hokanson made a motion to increase contractual expense line # 3120-400 to \$323,094, an increase of \$18,000. Councilman Logan seconded. All aye votes cast. Motion carried.

Supervisor Hokanson made a motion to remove \$3,500 from line # A1522000 which reduces that line to zero. Councilwoman Williams seconded. All aye votes cast. Motion carried.

Supervisor Hokanson made a motion to add the \$8,500 from Seized Assets to the current balance of \$5,500 in line # 5031000 which would make the new total \$14,000. Councilwoman Brown seconded. All aye votes cast except Councilman Logan who voted nay. Motion carried.

Highway Department: Mike did not come. The Board went over his budget for 2012. They discussed whether a new pick up truck was necessary. Councilwoman Williams pointed out that he has a 2 percent reduction in his overall budget. And he has a good equipment replacement plan in place because they were spending too much money on repairs of ancient equipment in the past. Councilwoman Williams commented that Mike had said in line #DB 5130.4, the contractual on machinery he had money left over from 2011, and it should keep dropping. Councilwoman Brown commented that the Highway Department budget from 2011 is increasing \$150,000. She asked how come? Supervisor Hokanson said because of \$114,000 payment for the new truck lease. Purchases that we approved last year because they are timed payments. Councilwoman Williams said other expenses over time should drop because they will be spending less money trying to upkeep and repair ancient vehicles. That is why Mike developed an equipment replacement plan. Councilwoman Brown commented that \$101,000 is coming from unexpended fund balance. Supervisor Hokanson said that was money budgeted in 2011 but wasn't spent in 2011. She pointed out so the amount to be raised by taxes is only going up \$59,000.

Motion: Supervisor Hokanson made a motion to increase the equipment line #DBB5110-200 to \$21,000 for a pick up truck which is part of Mike's equipment replacement plan that he developed because they were spending too much money on repairs on old vehicles. Councilwoman Williams seconded. All aye votes cast. Motion carried.

Supervisor Hokanson made a motion to reduce line # DBB5130-200 to zero. It was an error. Councilwoman Brown seconded. All aye votes cast. Motion carried.

Councilman Logan asked Supervisor Hokanson if she had sent the email to CH Energy to shut off the lights? She responded yes, but she hasn't heard back from them. He asked her if she could send them a copy of that. She said yes. And she added that Norm Turner reviewed her draft and made some changes before it went out.

Councilman Logan asked her if she heard anything what the Woodland Pond schedule was for the trees? She said that she and Andy went out and met them. And they marked off the location for the trees. They found an equivalent bench which she signed off on, and they were hoping to get it done within the next couple weeks. Councilman Logan said great.

Councilwoman Brown asked if we have an insurance claim in for the Court House roof? Supervisor Hokanson said I sent an email and then Jeff continued. Councilman Logan said we should thank Bob because he's the one who is suffering the insurance companies.

Councilwoman Brown made a motion to adjourn at 11:14 pm. Councilwoman Williams seconded. All aye votes cast. Motion carried.

Respectfully Submitted,

Kathryn Varuzza
Deputy Town Clerk