

DATE: OCTOBER 14, 2015

KIND OF MEETING: BUDGET

WHERE HELD: SCHODACK TOWN HALL

CLERK:

PRESIDING OFFICER: DENNIS DOWDS

MEMBERS PRESENT: FRANCIS CURTIS
MICHAEL KENNEY
JAMES E. BULT
SCOTT SWARTZ

MEMBERS ABSENT:

ATTORNEY:

COMPTROLLER:

PAUL HARTER

OTHERS:

BERNHARD PETER, CHIEF OF POLICE

KEN HOLMES, SUPERINTENDENT OF HIGHWAYS

BRUCE GOODALL, DIRECTOR OF TRANSFER STATION

S. Dowds called the October 14, 2015 Budget Meeting to order at 6:08 p.m. with the Pledge of Allegiance and dispensed with roll call. All present as noted above.

S. Dowds explained that the purpose of this budget meeting was to review the 2016 tentative budgets for the Police Department, Highway Department and Transfer Station.

Budget Review

A3120, Police: The Chief stated that his budget did not increase for next year and he attributed that to the assistance of the Comptroller. During the review of this budget, C. Bult asked if his department was still providing additional coverage for the court, and if so, did the coverage come from the regular budget or the overtime budget. The Chief said it normally comes out of the regular budget. Depending on staffing for those days, a little overtime may occasionally be generated. Discussion was held regarding the Court Officer and compliance with the Office of Court Administration guidelines. C. Bult noted that the body cameras originally requested do not appear in the Tentative Budget. The Chief said, upon further review with the Comptroller, they will be purchasing those cameras and Tasers this year, using the forfeiture money (\$55,000.00). C. Kenney asked the annual cost to process all the data from the cameras. The Chief said he didn't know. He will probably have to get another computer with a wireless download so when the officers come back into the station it will automatically download and be stored. Board members requested that when the request to purchase is submitted to the Board, it includes all costs as well as retention periods for the data. The Board discussed the vehicle replacement schedule. Next year, they will replace one of the remaining Crown Victoria's with an SUV. During the review of the vehicle maintenance line, it was decided that since the fleet is in fairly good shape, they could lower that line by \$1500.00. **The following changes were made to this fund: A3120.4 will be reduced by \$1500.00.**

A3410, Fire Protection: C. Bult noted that nothing was budgeted for recertification

of the unit staff. The Chief explained that the training for the two officers on the unit are funded through his budget and the Supervisor believed there was enough money in the overall A3410 budget to cover the training. Discussion continued regarding this item. Since the old fire investigation unit was sold, the Board felt that A3410.4 could be reduced by \$1000.00 and they could increase A3410.1 by the same amount for the recertification training. **The following changes were made to this fund.**

**Decrease A3410.4 (Fire Investigation, contractual) by \$1,000
and increase A3410.1 by \$1,000.00 (personnel)**

The Board then began the review of the highway budgets with the Superintendent of Highways.

A3310, Traffic Control: No changes made to this fund.

A5010, Superintendent of Highways: The Board discussed the increase for the Administrative Assistant, essentially questioning why the increase for that position was 2.07% rather than 1.75% (\$102.00 difference). The Budget Officer explained that if a department head requested an increase, he put it in the Tentative budget as he felt the Board should review the request and make the decision. During the discussion, it was determined that the difference was attributed to an increase in hours (1840 hrs. vs. 1820 hrs.). It was the Board's determination that the position would stay at 1820 hours, so with the reduction of hours, the budget will decrease by \$102.00. **The following changes were made to this fund.**

**Decrease A5010.1 (Superintendent of Highways, personnel) by \$102.00
And increase A1990, Contingency by \$102.00**

A5020, Engineer: The Board discussed the engineering money that is usually appropriated, other than last year. The Board decided to leave the funding at this time. **No changes were made to this fund.**

A5132, Town Garage: With respect to the fuel system at the garage, C. Swartz he thought they were talking about an estimated maximum of \$75,000 and was surprised to see \$300,000.00 budgeted. The Comptroller said when this was originally discussed they thought it might be in the DB fund, but he called the State Comptroller's Office and it has to be budgeted to the A fund. The full amount was listed but there is an offset of \$225,000.00 for the anticipated grant funding, so the net effect to the town is \$75,000.00 as previously discussed. **No changes were made to this fund.**

DB5110, Street Maintenance: The Board discussed the salary allocations which are indicative of pending contractual agreement. **No changes were made to this fund.**

DB5112 Road Construction: The Board discussed anticipated 2016 paving costs. While hot-mix costs did go down slightly, it was noted that costs increase more rapidly when fuel costs rise, then they decrease when it comes down. The Highway Superintendent felt that we were on track regarding the overall road reconstruction program. With respect to this year's road program, Board members were doubtful that the paperwork would be filed in time to allow for Crimson Court to be paved. Board members discussed the feasibility of adding \$50,000 to this appropriation code, but that would be considered only after the overall budget review. **No changes were made to this fund.**

DB5130 Machinery: C. Swartz asked if the equipment trailer that they budgeted for this year had been purchased. Mr. Holmes said no. The new pick-up truck came in about \$10,000.00 more than budgeted, so the money ear-marked for the trailer was used for the truck. The Board asked the result of the on-line auction. Mr. Holmes said we realized about

\$1900.00, but they will be doing another one soon. In reviewing the Highway Capital Replacement Plan, the Board noted that a tandem axle was scheduled for next year and questioned the department's need for a tandem vs. a single axle? Mr. Holmes said, currently, they have two tandems and he thinks that is appropriate. Actually, according to the capital plan we are supposed to purchase two tandems next year, but he thinks one will be sufficient. The 2001 International will be replaced. **No changes were made to this fund.**

DB5140 Brush and Weeds: During this review, Board members discussed the funding for tree service. Mr. Holmes said if more was budgeted, he could use it, but as it is, it is a manageable program and meets our needs. **No changes were made to this fund.**

DB5142 Snow Removal: Mr. Holmes said they mix sand with the salt to extend it. This year he increased the order by 500 tons for a total of 2,500 tons. He explained that once you order you are obligated to purchase a minimum of 70%. Additionally, if you go over the order by more than 10% you are charged a premium. **No changes were made to this fund.**

Personnel: Board members questioned the different personnel costs in the various appropriation codes. It was explained that it fluctuates and is dependent on the time spent doing that particular function, (i.e. – snow removal, road construction, street maintenance, etc.). The one constant is the number of hours budgeted overall. A brief discussion was held regarding the flaggers, hours and safety training. The Board felt it was better to fund a number of hours, rather than specify a certain number of employees. With regard to training, C. Bult suggested that the Chief might have a certified trainer on staff that could do a half-day of training this winter so they have a better understanding of the responsibilities of the position.

The Board reviewed the transfer station/recycling budgets with the Director, Bruce Goodall.

A8160/A8189, Transfer Station/Recycling: Mr. Goodall discussed the diminishing recycling revenue stream. He explained that the companies have greatly reduced the amount they pay for the various products, (i.e. – metal [\$300/ton vs. \$80], [\$80/ton vs. \$15/ton], etc. This began mid-year and is anticipated to continue in the future. It appears that the wave of the future is single-stream recycling (co-mingled) and we are set up for separated recycling (paper, cans, glass, metal). This led to general discussion on the current design of the transfer station and redesigning it for future changes. C. Bult said the Board has talked about this for the last 6 years and they really need to begin to address the issue. Since there is no plan, the Supervisor suggested an operation study – have an engineer look at the way it is right now, listen to our future needs and then give us a plan that could be implemented over a period of the next few years. It was the consensus of the Board that the money for this study could come out of the Contingency fund next year. The Board discussed staffing at the Transfer Station. The Comptroller worked out the costs of adding another Operator II, which would make them totally self-sufficient. Currently, they are supposed to get a highway worker on Tuesday, Friday and Saturday, but they lost the Tuesday person. Mr. Goodall said the Superintendent of Highways tries to accommodate the schedule and it is understood that, depending of the highway work load, it is not always possible. Board members were hesitant to hire another Operator II given the previous discussion about redesigning the Transfer Station and how it is operated. C. Kenney said by not hiring the 3rd person, we could save about \$24,000.00/yr. and suggested that those funds could be put in contingency which could be used towards the planning study. The

Board reviewed the information Mr. Goodall presented information regarding new sanitary facilities, highlighting the various options researched and related cost estimates. The Supervisor mentioned that it could be purchased this year and removed from the 2016 budget. Everyone was in agreement with that suggestion. Mr. Goodall will forward his recommendation to the Board with all pertinent information (i.e. – insulation value, costs to heat and pump out) for consideration at the November 12th meeting. **No changes were made to this fund.**

General Budget Discussion: C. Bult expressed his concern regarding the sales tax revenue. A travel center is expected to open soon at Exit B3 and it is rumored that the Pilot gas station may lose substantial sales. Therefore, he suggested that they be extremely conservative when estimating next year's sales tax revenue.

To recap the budget discussion, the following changes were made to the Tentative Budget:

It was the decision of the Board to:

Decrease A3410.4 (Fire Investigation, contractual) by \$1,000

and increase A3410.1 by \$1,000.00 (personnel)

Decrease A3120.4 Police, contractual by \$1,500 and increase A1990, Contingency by \$1,500.00

Decrease A5010.1 (Superintendent of Highways, personnel) by \$102.00

And increase A1990, Contingency by \$102.00

Changes discussed in the Transfer Station/Recycling budgets will be noted when they meet on October 15, 2015.

ADJOURNMENT

As there was no further business before the Board, C. Bult made a motion to adjourn the 10/14/2015 Town Board meeting at 8:39 p.m., seconded by C. Swartz, with all voting in favor. Meeting adjourned.

Respectfully Submitted,

Donna L. Conlin
Schodack Town Clerk/RMC/CMC
(Transcribed from Recording)