

DATE: OCTOBER 19, 2016

KIND OF MEETING: BUDGET

WHERE HELD: SCHODACK TOWN HALL

CLERK: DONNA L. CONLIN

PRESIDING OFFICER: DENNIS DOWDS

MEMBERS PRESENT: JAMES E. BULT
MICHAEL KENNEY
SCOTT SWARTZ
TRACY REX

MEMBERS ABSENT:

ATTORNEY:

COMPTROLLER: PAUL HARTER

OTHERS: NADINE FUDA, DIRECTOR OF PLANNING & ZONING

S. Dowds called the October 19, 2016 Budget Meeting to order at 6:04 p.m. and dispensed with roll call. All present as noted above.

S. Dowds said the purpose of this meeting was to begin the review of the 2017 Tentative Budget. The first order of business was to review the planning and zoning budgets with Nadine Fuda, Director of Planning & Zoning.

B8010.1, Zoning Personnel: Ms. Fuda stated that zoning board members requested an increase in the per meeting rate from \$87.58 to \$125.10 for members and \$131.33 to \$200.14 for the chair.

B8010.4, Zoning, Contractual: Ms. Fuda discussed the feasibility of moving forward with a GEIS for the Rt. 9 corridor after the zoning and water quality laws are updated next year. She has been budgeting for several years to accomplish this goal. She said there are two ways this could be done. They could: (1) study just the area for the town center (Schuurman Rd. to the Town line/Miller Rd.) or (2) from Exit 10/Miller Rd. to Exit 12 on Rt. 9. She presented information for Option 2, which has an estimated cost of \$150,000.00. While it is costly, the town would be able to recoup their investment from the developers; depending on the rate of development, it could take twenty years. She explained that a GEIS would establish impact fees and aid in development. It would look at all aspects of what a developer would face to develop a particular property – stormwater, traffic, general road conditions, etc. It essentially completes their Environmental Impact Study. There is a huge benefit in doing this, if they want to develop the town. C. Kenney said so the question is, whether the Board wants to fund it. Ms. Fuda explained that the \$20,000.00 she put in the 2017 budget was for the subdivision and zoning code updates, not the GEIS, but she is trying to plan ahead and has been putting money aside towards the GEIS project so there would not be a significant impact on any single budget. C. Bult asked if the Planning Board members and zoning board members get paid for every meeting

regardless of attendance. Ms. Fuda said they get paid for a meeting if they go; however, if a scheduled meeting is cancelled for some reason, the members would still get paid.

Budget Review

The Comptroller stated that the Tentative Budget is only under the 2% tax cap by \$8.00, so when increases in the budget are made, they might have to use more of the unexpended fund balance to stay within the cap. He briefly explained how the allowable levy growth factor is determined. Our allowable levy growth is .69%. The amount to be raised by taxes is a little over 6 million dollars so using the formula provided, we end up with a tax rate for the A Fund of -1.31% and the DB fund of 10.34% for a combined rate of 2.14%. The Board reviewed the fund balance analysis with the Comptroller. He estimates that if everything goes as expected in the final quarter, the A Fund will lose \$65,000.00 in the fund balance. It started out at \$2,664,000.00 and should be about \$2,599,000.00 by the end of the year. He said the town has been very conservative when budgeting the sales tax revenue so we often exceed our expectations. He said his analysis is based on past history and estimated projection and reminded board members that it is not a definitive number. The Office of the State Comptroller recommends that you have a fund balance of about 25% of the year's expenditures, so our target minimum fund balance would be \$1,100,000.00. Obviously, we have exceeded that number and if everything goes as expected, we will probably end up with a total net fund balance of 2.4 million dollars. He said he was open to suggestions from the Board regarding allocation of some of the excess fund balance. During the discussion, board members suggested increasing the funding in some capital reserve fund accounts and/or establish some new ones, paying off the Knickerbocker Rd. Bridge bond or funding the cost of the Schodack Central School District sewer project (whose costs would be reimbursed to the Town by the school district), but no decisions were made at this time.

C. Bult asked why some of the work sheets (budget requests) did not match the actual Tentative Budget (i.e. – work sheet had no dollars for the Town Engineer (A1440) and \$3,500.00 appeared in the budget. The Comptroller said part of that was his fault. He budgeted some funds based on the prior year's actual expenses. He said that next year he intends to do a line-item budget similar to the budget request worksheets, which may make it easier for the Board to analyze. C. Kenney asked about the decrease in the funding for the East Greenbush Library. The Supervisor said that was an error on his part. East Greenbush requested the same amount as last year, but he incorrectly reduced the appropriation by \$14,441.00. The funding for library service is as follows: Nassau remains the same at \$25,000.00; Castleton requested a \$2,000.00 increase from 106,000.00 to 108,000.00 and East Greenbush remains the same at \$272,415.00. **Determination: A7410.4 Library will increase by \$14,441.00 from \$390,974.00 to \$405,415.**

DB5130.2, Machinery, equipment: C. Bult said he spoke with Mr. Holmes (Highway Superintendent) about the highway budgets and had several questions about the requested equipment. He said his concern was regarding the purchase of the backhoe. During his discussion with Mr. Holmes, he got the sense that if the highway department purchases a new one, the old one will go to the transfer station. If that is the case, he didn't see any allocation in the transfer station budget to support the purchase of the old backhoe from the highway department. He said he likes to have department heads present at the meetings so they can answer questions from the Board. The Comptroller said he was not aware of

that plan, but if that is the case, then it should be reflected in the transfer station budget.

A3410, Fire protection: Reviewed. No changes were made to this appropriation code.

A1355, Assessor: C. Swartz noted that the contractual amount for assessment challenges was reduced and expressed concern as to how it would be covered, if those costs were to exceed the allocated amount. The Comptroller said that the Assessor usually over budgets and if it does exceed what is budgeted, there is sufficient money in contingency to cover the expense.

Sewer and Water: The Comptroller informed the Board that changes need to be made in the water and sewer codes. They just developed the recommended water and sewer rates, which was not available at the time the Tentative Budget was filed. Since the Town is actually a water customer, we have to pay those costs just like everyone else. Unfortunately, these increases will put us over the tax cap, so if the Board wants to stay within it, they will have to make reductions in other areas.

There will be a new account, **A1364.4 – Expenses on Property Acquired**, which is for the Drumm property (Fox Hollow) that is being gifted to the Town. The water/sewer expenses for that property will be \$641.00.

A1620.4, Buildings (Town Hall): Addition of \$4,951.00 for Consolidated Water District expenses.

A5132.4, Town Garage: Addition of \$1,212.00 for water expenses.

C. Kenney asked the 2017 proposed capital charge for CSW101. The Supervisor said between \$392.00 - \$400.00/per EDU. The Comptroller said this year the charge was \$375.00/EDU. There is approximately \$13,000.00 in water sales so the Board will have to decide how much of those funds they want to use to help offset the cost.

Determination: These changes will be formally voted on at a future budget meeting.

C. Rex asked about the funding in **A1460 - Elections**. Response - most of it is for a permissive referendum and a very small percentage is for mileage and postage pertinent to that appropriation code.

C. Kenney revisited **DB5130, Machinery**. He said there is \$237,500.00 allocated for a dump truck, \$110,000.00 for a backhoe and \$80,000.00 for a tractor and flail mower, totaling \$427,500.00, which is a lot of money. C. Bult said it was his understanding that there was a real need for the tractor/mower, but perhaps the backhoe could be reconsidered. The Board discussed this at length, but decided that they would like to speak to Mr. Holmes, Highway Superintendent, before making any changes. They also had questions about DB5142 - Road Salt, and DB5112 - Road Construction that could be clarified tomorrow night. **Determination: It was the consensus of the Board to ask Mr. Holmes, Superintendent of Highways, to come to the budget meeting tomorrow to address their outstanding questions.**

The Budget Office announced that the salaries on the back of the Tentative Budget (pg. 42) need to be amended to reflect the correct amounts. He noted that the salaries in the Tentative Budget were correct, but he forgot to transfer them over to the back page of the budget. He said they should be as follows:

A1010.1 Town Board Members	10,000.00 ea.	\$40,000.00
A1110.1 Town Justice	30,971.00 ea. (29,914)	\$61,942.00
A1220.1 Town Supervisor	58,367.00	\$58,367.00
A1330.1 Receiver of Taxes	36,759.00	\$36,759.00
A1410.0 Town Clerk	58,999.00	\$58,999.00

Motion

C. Rex made a motion to amend the salaries for the elected officials that appear on Page 42 of the 2017 Preliminary Budget. Seconded by S. Dowds.

(the original salaries that appeared in the Tentative Budget are highlighted, italicized and noted in parenthesis):

*A1010.1 Town Board Members	10,000.00 ea.	\$40,000.00
A1110.1 Town Justice	30,971.00 ea. (<i>\$29,914 ea.</i>)	\$61,942.00 (<i>\$59,828</i>)
*A1220.1 Town Supervisor	58,367.00	\$58,367.00
A1330.1 Receiver of Taxes	36,759.00 (<i>\$35,504</i>)	\$36,759.00 (<i>\$35,504</i>)
A1410.0 Town Clerk	58,999.00 (<i>\$56,986</i>)	\$58,999.00 (<i>\$56,986</i>)

*No change

5 Ayes 0 Noes. **MOTION CARRIED.** Ayes – J. Bult, M. Kenney, S. Swartz, T. Rex, D. Dowds. Noes – 0.

ADJOURNMENT

As there was no further business before the Board, C. Swartz made a motion to adjourn the 10/19/2016 Town Board meeting at 8:42 p.m., seconded by C. Bult, with all voting in favor. Meeting adjourned.

Respectfully Submitted,

Donna L. Conlin
Schodack Town Clerk/RMC/CMC