

DATE: OCTOBER 13, 2021

KIND OF MEETING: BUDGET

WHERE HELD: SCHODACK TOWN HALL

CLERK: DEBRA L. CURTIS

PRESIDING OFFICER: DAVID B. HARRIS

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

MEMBERS ABSENT:

ATTORNEY:

COMPTROLLER: PAUL HARTER

OTHERS: DAWNE KELLY, ASSISTANT TO THE SUPERVISOR
KEN HOLMES, HIGHWAY SUPERINTENDENT
BRUCE GOODALL, DIRECTOR OF TRANSFER STATION
OPERATIONS

Supervisor Harris called the October 13, 2021 Budget Meeting to order at 7:02 p.m. with the pledge of allegiance and dispensed with roll call. All present as noted above.

A1430.2 Personnel Equipment: S. Harris said he had spoken to the Human Resources Manager and determined that an error had occurred in her equipment request. She only needed a laptop. **Determination: Upon consensus of the board, \$939.00 was removed from A1430.2.**

Highway

A3310 Traffic Control: K. Holmes said the budget for traffic control remained static from the previous year. He noted the cost of signs was increasing but felt the funding should be adequate.

A5010.2 Superintendent of Highways Equipment: C. Bult asked when the truck for the highway superintendent was scheduled for replacement. K. Holmes said his truck, which had approximately 136,000 miles on it, was up for replacement in 2022. He noted that the truck was in good mechanical condition, with the exception the bed of the truck which had been replaced due to rust. He added that the F350 Dually in the fleet was getting older and recommended replacing it with the current Superintendent truck, once a new truck was purchased. C. Bult asked if the vehicle maintenance line had been reduced due to the purchase of a new truck. K. Holmes said yes.

K. Holmes informed the board that he also had budgeted for a new laptop as his current device was over seven years old. He noted that the old unit could still be utilized for the water/sewer department.

A5010.4 Superintendent of Highways Contractual: C. Swartz noticed that the budget line

for uniforms was blank and asked if that was an error. K. Holmes said the line should have included \$475.00. **Determination: It was the consensus of the board to add \$475.00 to A5010.4.**

A5132.2 Town Garage Equipment: S. Harris asked if the phone system was being replaced. K. Holmes said yes and had been budgeted for 2021. He noted that the board passed a resolution for installation, but no further action had been taken. C. Bult asked if there was an issue with installing the same phone system as was installed at the town hall. P. Harter explained that as technology develops, all phone systems were transitioning to a cloud-based system. He said the system at the town hall was internet-based which would not be serviceable within the next two years. C. Swartz stated that, based on the presentation regarding the cloud-based system a few months ago, it appeared that the savings would only be initial and eventually cost more than the internet system in the coming years. C. Bult recommended drafting a Request for Proposal (RFP) for the phone system and budget for 2022. P. Harter said a deposit of \$3,900.00 had been given to Northeast IS for the Highway phone system and asked if a request for refund should be made. C. Bult felt a refund was not necessary as they may be picked for the RFP.

A5020 Transportation Engineer: K. Holmes mentioned that this budget code had not been used but was needed in the event of a road consultation.

DB5110.4 Road Maintenance Contractual: C. Bult asked if there would be an increase in the cost of asphalt for 2022. K. Holmes said he did not know. C. Bult said, as the 2022 budget was well under the tax cap, the board had discussed the potential of adding funds to the street program to catch up on roads and other projects. P. Harter noted that he would assess the surplus of funds and report back at the next budget workshop. C. Kenney suggested using the added funds for striping roads such as Sunset and Miller. He noted the striping was highly requested from residents and he felt it would be a great benefit for safety. C. Swartz asked K. Holmes to obtain pricing. K. Holmes said he would review the Rensselaer County Contracts and report back to the board. A discussion ensued regarding which roads to begin striping. K. Holmes felt higher speed and higher use roads should be done first. These included Bunker Hill, Phillips, Miller, Sunset and Clove Road. C. Swartz and C. Kenney agreed that a restriping schedule needed to be included with the cost, to ensure funds were secured for the future.

C. Bult asked what funds were utilized to cover the cost of the temporary bridge at the gravel bank. P. Harter said the budget for chip sealing was used. C. Kenney asked if the American Rescue Plan (ARPA) funds could be used to offset the cost for replacement of the permanent bridge. P. Harter noted that the ARPA funds were earmarked for water and sewer improvements. He added that it could be argued that the bridge, which accesses the town water wells, would fall within those parameters. He reminded the board that the funds must be allocated to a project by April of 2022.

K. Holmes informed the board that the highway department would be paving Rosecrans Avenue and Extension, Columbia Avenue and Bame Road. He said residents of Western Road have inquired about the condition of the road. An estimate of \$107,000.00 to shim the road was obtained; however, it would overextend the road budget by \$76,000.00 but add five years of life to the road. **Determination: All board members agreed to use fund balance funding to cover the added cost (\$76,000.00) of shimming Western Road.**

DB5112 Road Construction: C. Bult mentioned that an area would be needed in the spring for storing stone for chip-sealing. He suggested either using the old town hall site or renting an area temporarily. He said a potential issue with using the old town hall was, if a buyer came along, the site would need to be cleared quickly. K. Holmes noted that the stone was only needed from April to June. He said they had been utilizing the transfer station for the stone but the area was showing signs of wear.

DB5130.2 Machinery Equipment: C. Kenney said he had spoken to L. Palmer, Assistant Comptroller, regarding the purchase of a second water/sewer truck. The new truck would be smaller than the current vehicle and the older truck would be shared with the highway department. During their conversation, L. Palmer advised that this was the best time to purchase the new vehicle, based upon the fund balances of all water/sewer districts. She noted that the highway department mileage of the old truck could be charged back to the special districts to help re-coup funds for the purchase.

C. Bult had been advised by the grounds crew that the Ventrac Mower was not working well and asked if it was scheduled for replacement. If not, was the maintenance budget sufficient? K. Holmes said he was not aware of an issue and would investigate it.

DB5140.4 Brush & Weeds Contractual: C. Bult asked why there was a decrease in the budget line for cell phone reimbursement. K. Holmes said the decrease brought the request more in line with the actuals. C. Bult asked how employees were reimbursed for cell phone use. P. Harter said by voucher accompanied by their bill as proof. He noted that some employees voucher monthly and others voucher once a year. C. Bult asked if a policy should be implemented to require all employees to submit their cell phone vouchers quarterly. P. Harter felt it would be helpful but not necessary.

DB5142.4 Snow Removal Contractual: K. Holmes said he was requesting to purchase outerwear such as coats, vests or boots for the wingmen. C. Bult asked if that was due to their part-time status and not being eligible for the standard clothing stipend. K. Holmes said yes.

K. Holmes recommended bringing all part-time positions at the highway department to the same rate. He felt this would alleviate the need to bill different rates depending on the job worked. C. Bult remembered that a conversation had occurred before regarding leveling the rate but was unsure why it was problematic. He asked if minimum wage was set to increase to \$15.00 per hour in 2022. P. Harter confirmed that the minimum wage was increasing to \$15.00 and said he thought maybe, by having the pay rates all the same, it would exceed the percentage of increase based upon the union contract for some positions.

Transfer Station

A8160.2 Refuse & Garbage Equipment: B. Goodall informed the board that he had added a forty-yard container for purchase in 2022 to replace the metal container at the highway garage as it was in bad shape. C. Swartz asked if it was repairable. B. Goodall said it would cost more to repair than replace.

S. Harris asked the condition of the International Roll-Off Dump Truck and whether it was worth it to keep repairing. B. Goodall said the miles were low for it being a 2002 but noted that it would need a new floor soon due to rust. He felt, if it was cleaned more, the rust would have been less. He added that the truck was not on the schedule for replacement. C.

Bult recommended maintaining the upkeep on the truck as the cost to replace it would be high. He asked if there were any other repairs needed, besides the cab floor. B. Goodall said the hoist also needed repair. He reminded the board that the truck was a standard transmission and any operators needed to be familiar with driving it. C. Bult asked if a capital reserve fund was established for the roll-off replacement. P. Harter said no and advised either one could be created, or fund balance could be used.

A8189.4 Recycling Contractual: B. Goodall explained that \$30,000.00 had been budgeted for Waste Connections to dispose of recycled materials for 2021; however, only \$23,000.00 had been spent, to date. He said this was due to a transition from being charged for recycling to now being paid for it. He asked if he should reduce the budget line for 2022. C. Bult and C. Kenney said no, as the trend may change in 2022.

B. Goodall noted a change needed to be made for the rules and regulations at the transfer station. As the federal government had passed Juneteenth as a holiday, he was unsure if he needed to factor it into the days that the transfer station was closed. Currently, there were twelve holidays observed by the town. The transfer station is closed for five of them and seven of those are floating holidays. The board was unsure and wanted to wait to add the date.

B. Goodall informed the board of an opportunity to install solar on the cap of the landfill. He said a new company had approached him about installing the panels on the slope of the landfill rather than on stands. C. Swartz asked how they would maintain the grass. B. Goodall said that the panels would be placed on AstroTurf and require no maintenance. C. Bult asked if there would be a negative impact on the integrity of the cap. B. Goodall said he did not believe so. The board asked him to do further research and report back.

A8189.2 Recycling Equipment: B. Goodall informed the board that he was also requesting a forty-yard contained under this budget code.

B8160 Household Hazardous Waste (HHW): C. Rex asked if the town would host a HHW day in 2022. B. Goodall said he had not budgeted for one. He added that the last one had occurred in 2016 and due to the high cost, had not been scheduled again. C. Bult asked if there are funds available in A8189, could those be used for a HHW day. P. Harter said they could not as HHW was in the B fund. C. Swartz noted that the NYSDEC program CleanSweepNY occasionally hosted a HHW day and recommended it be added to the town website.

ADJOURNMENT

As there was no further business before the Board, C. Swartz made a motion to adjourn the 10/13/2021 Town Board meeting at 9:00 p.m., seconded by S. Harris, with all voting in favor. Meeting adjourned.

Respectfully Submitted,

Debra L. Curtis
Schodack Town Clerk