

DATE: OCTOBER 11, 2022

KIND OF MEETING: BUDGET

WHERE HELD: SCHODACK TOWN HALL

CLERK: DEBRA L. CURTIS

PRESIDING OFFICER: CHARLES J. PETER

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

MEMBERS ABSENT:

ATTORNEY:

COMPTROLLER: PAUL HARTER

OTHERS: DAWNE KELLY, ASSSITANT TO THE SUPERVISOR
BRIAN BRAHM, INTERIM HIGHWAY SUPERINTENDENT

Supervisor Peter called the October 11, 2022 Budget Meeting to order at 6:02 p.m. with the pledge of allegiance and dispensed with roll call. All present as noted above.

Tax Cap: C. Kenney asked, based upon the current estimates, how close they were to the tax cap. P. Harter said they were \$286,886.00 under the cap.

Revenue Projections: C. Kenney asked about the revenue projected for 2023. P. Harter said the mortgage tax and sales tax was projected to increase; however, to keep taxes low, \$900,000.00 of fund balance has been included in the tentative budget. S. Peter asked what amount of fund balance is usually used each year. P. Harter said \$400,000.00 to \$600,000.00. He added that they needed to use the fund balance as it was getting high. C. Kenney agreed that the board was conservative regarding spending but cautioned using too much fund balance.

S. Peter asked what the largest anticipated increase for 2023 would be. P. Harter said utility and fuel costs but noted that they could be offset with savings in other areas.

Highway

A3310 Traffic Control: S. Peter noted that the budget line had remained stagnant for the past few years and asked if more speed limit signs would be purchased for 2023. C. Kenney cautioned that too many signs would be counter productive but felt that a few others might be helpful. The following roads were discussed as potential locations for future signs: Bunker Hill, Sunset and Waters Road.

A5010.1 Superintendent of Highways Personnel: S. Peter said he had spoken to D. Lebrecht, who was considering retirement within the next two years. With her wealth of knowledge and potential for training a replacement, he asked the board to consider adjusting her to an administration salary. He had also spoken to K. Holmes who was willing to stay on

for a few more months to assist with water and sewer. B. Brahm said Charlie Halvax and he would be attending the 2B Water Course in March of 2023 to obtain their Water Operator Licenses. Currently K. Holmes is the only town employee who possesses such a license and is able to sign the water reports.

A5010.4 Superintendent of Highways Contractual: S. Peter asked if there was any noted changes for the 2023 Contractual Budget. B. Brahm said only the fuel budget.

C. Bult asked B. Brahm the feasibility of the town rebuilding the bridge to the town gravel bank, as was constructed off Kraft Road. He noted that potential issues could arise, as had occurred with the North Schodack Road Bridge, but felt the cost savings would be of greater benefit. B. Brahm cautioned that NYSDEC only allowed the creek to be access March to September with spring being a busy time for the Highway Department. He said he would discuss the feasibility with the foreman.

A5020 Transportation Engineer: C. Kenney asked why no actual amounts were included in this appropriations code. C. Bult questioned if the engineering work done by Laberge on the reconstruction of the Gravel Bank Bridge was funded under this code. P. Harter said the bridge was a capital project and not billed under A5020. As far as he knew, this line had not been used in many years. B. Brahm explained that the purpose of this line would be if an issue with a road was noticed, and an engineer firm needed to be consulted.

A5132.4 Town Garage Contractual: B. Brahm informed the board of an issue with the alarm system going off at the Highway Department. There was no fire or smoke in the building. When they tried to turn the alarm off, the panel was unresponsive. The last known service provider for the alarm was Red Hawk, which was bought out by ADT. Unfortunately, the account from Red Hawk, for the Highway Department, was not carried over to the new company. They were able to have ADT conduct a site visit and determined that one sensor was faulty, needing replacement. As the system was considered outdated, they were able to replace the sensor at a cost of approximately \$800.00 and advised that the town consider upgrading the system. He noted that the system was also required to be serviced annually, which it had not been. C. Swartz asked if ADT would provide an estimate. B. Brahm said he was working with them, as well as consulting other companies to obtain estimates. C. Rex asked if funds should be included in the 2023 budget. B. Brahm said he was unsure how quick he could obtain said quotes and was unsure how much to add. C. Kenney felt it would be best to wait to determine a more accurate amount. P. Harter noted that there were funds available if needed.

S. Peter asked, once the new phone system was installed, if the line for AT&T/Consolidated Communications would be needed. P. Harter said the new service would be provided by Time Warner/Spectrum and still be a cost to the town.

C. Rex noted that during the visit to the Highway Garage, upgrades to the doors and floors of the building, were discussed. B. Brahm said the upgrades to the doors would take place but over the course of a few years. C. Kenney said \$6,000.00 had been budgeted for the floors. B. Brahm added that whereas they had leftover paint that could potentially be utilized, there was a possible need for more or new paints (color match issue).

B. Brahm informed the board of a potential issue with heating oil/fuel for the winter season. He said that he had contacted their fuel provider to purchase kerosene; however,

there was none available. He had them deliver a winter blend but was unsure how the heating system would be affected. S. Peter asked if they were under contract for the cost of fuel. C. Bult said they were but the price varied by commodity.

DB5110.4 Road Maintenance Contractual: S. Peter noticed that the highest increases were fuel, patching and culverts. B. Brahm added that he was having difficulty obtaining twelve-inch culverts due to a supply chain issue. S. Peter and C. Kenney asked why funds had not been included for road striping. B. Brahm was unsure but noted that, by working with the county, the cost for striping in 2022 was \$6,100.00. C. Bult recommended adding \$10,000.00 to allow for a close representation for future budgets. **Determination: \$10,000.00 was added to DB5110.4, by consensus of the board.**

DB5112.4 Road Repairs & Maintenance: S. Peter saw an increase in paving and asked if there were any roads that were of particular importance. B. Brahm said that Morey Park Road was in dire need. Other roads such as Shufelt and Funk would need chip sealing to maintain the surface as they had been paved a few years prior. A discussion ensued and the following roads were mentioned: Edinburgh Road (top section) and Ferndale Road.

DB5130.2 Machinery Equipment: S. Peter said, based upon the replacement schedule, the boom mower was set for 2022. B. Brahm said work had been done on the mower and it no longer needed replacement. C. Swartz asked what HL Gage was utilized for. B. Brahm said they conducted any truck repairs that were not covered under warranty. With respect to the trucks, he noted that the 2008 International Dump Truck was showing considerable wear; however, he was informed that the production for trucks was up to eighteen months out. P. Harter noted that the capital reserve fund had around \$400,000.00 with \$200,000.00 projected for 2023. Based upon the reserve, S. Peter, C. Kenney and C. Bult advised that the truck be ordered now. All other board members agreed.

DB5140 Brush & Weeds Contractual: B. Brahm noted that he would be contracting with a tree service to cut back trees on Sunset Road. C. Bult cautioned that only limbs within the right-of-way could be cut. He recommended partnering with Rensselaer County for use of their bucket truck, as there were other roads in need. B. Brahm said he had also worked with the Town of East Greenbush to cut limbs and the Highway Workers would follow with the woodchipper to clear the roads.

DB5142.4 Snow Removal Contractual: S. Peter noted an increase in fuel and road salt for this appropriations code. B. Brahm said he was aware of an increase for the road salt. At the end of the season, a load increased from \$10.00 to \$13.00 per ton.

C. Bult asked how many wing persons would be returning for the winter. B. Brahm said he was aware of a few returning but thought that they may be one short. He had received one application.

Open Discussion

A1110 Justice Court: S. Peter noted that there was still one open position in the office.

A1210 Supervisor: S. Peter said his budget line remained flat, with only a slight increase.

A1315 Comptroller: P. Harter noted a decrease in ADP Payroll Service.

A1320 Auditor: P. Harter asked if the board should consider a Request for Proposal (RFP) for auditing services. C. Bult cautioned that an RFP could trigger a rate increase from Bonadio & Co.

A1355 Assessor: C. Kenney noticed an increase in ESAC and asked for a clarification. P. Harter said the company, ESAC Appraisers, conducted appraisals and wondered if the office was anticipating an increase in inventory. C. Bult also noticed an increase in employee training. P. Harter felt, as Mr. Morgan was new to the office, the increase would be for more training. D. Kelly said she would consult Mr. Morgan to answer questions.

A1420 Town Attorney: S. Peter noted that there was a slight decrease in the amount for the labor counsel. C. Bult asked if anyone had submitted a request for a rate increase. D. Kelly said most firms follow a fee schedule and no increases were requested.

A1440 Town Engineer: S. Peter noted that the budget line had doubled due to the proposed work within the town.

A1450 Elections: C. Bult noticed that the salary for election inspectors was below minimum wage and asked if an amendment was needed. The Town Clerk and P. Harter agreed.
Determination: The salary for the inspectors was increased to \$14.20 (minimum wage for 2023), increasing the budget line from \$1,056.00 to \$1,363.20.

A1620.1 Building/Town Hall Personnel: S. Peter noted that snow removal had been included in the job description for the Director of Building and Grounds; therefore, it had been removed from A1620.1.

A1620.2 Building/Town Hall Equipment: D. Kelly said, whereas the cooling tower was well serviced, it was aging and in need of replacement. The current estimate was \$180,000.00.

A1620.4 Building/Town Hall Contractual: S. Peter said an increase was made to electricity costs but was unsure if it would be adequate. C. Bult noted that the parking lot, at least the front third, was in rough condition and asked if they should consider repaving. S. Peter said B. Brahm had received quotes that ranged from \$60,000 to \$80,000. He added that the building was underutilized. The town paid to heat and cool the second floor conference room and basement with minimal use of both locations. He noted that if the DMV moved from Troy to East Greenbush, the satellites in Schodack and East Greenbush would most likely end. P. Harter reviewed the pay schedule and said \$610,000.00 was still owed on the Town Hall.

Executive Session

C. Kenney made a motion to enter into an Executive Session at 8:07 p.m. to discuss appointments and proposed salary structures under the 2023 Tentative Budget. Seconded by C. Rex.

5 Ayes 0 Noes. **MOTION CARRIED.** Ayes –J. Bult, M. Kenney, S.

Swartz, T. Rex, C. Peter. Noes – 0.

C. Bult made a motion to adjourn the Executive Session at 9:25 p.m., seconded by C. Rex.
5 Ayes 0 Noes. **MOTION CARRIED.** Ayes –J. Bult, M. Kenney, S.
Swartz, T. Rex, C. Peter. Noes – 0.

ADJOURNMENT

As there was no further business before the Board, C. Kenney made a motion to adjourn the 10/11/2022 Town Board meeting at 9:25 p.m., seconded by C. Swartz, with all voting in favor. Meeting adjourned.

Respectfully Submitted,

Debra L. Curtis
Schodack Town Clerk

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