

DATE: OCTOBER 19, 2017

KIND OF MEETING: BUDGET

WHERE HELD: SCHODACK TOWN HALL

CLERK: DEBRA L. CURTIS

PRESIDING OFFICER: DENNIS DOWDS

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

MEMBERS ABSENT:

ATTORNEY:

COMPTROLLER:

OTHERS: DAWNE KELLY, CONFIDENTIAL SECRETARY TO THE
SUPERVISOR

S. Dowds called the October 19, 2017 Budget Meeting to order at 6:03 p.m. and dispensed with roll call. All present as noted above.

A1430.4 Personnel Contractual: C. Kenney asked if the \$8,580.00 budgeted for 2017 Human Resource Consulting was to finish the handbook and had any been used. S. Dowds clarified it was for Public Sector who was in charge of finishing the employee handbook and other Fair Labor Standards Act (FLSA) items. He added some of the funds had been used for 2017 but were not encumbered. Once the handbook is finished, any funding remaining could be used for production as all employees would be receiving one. He explained the handbooks would be similar format to the zoning books, loose leaf and bound in a binder. C. Kenney asked why P. Harter was not present at the meeting. S. Dowds said P. Harter was under the impression only salaries would be discussed; therefore, he made other plans. C. Kenney said it appeared there was not enough budgeted for subscription and publication for 2017. S. Dowds explained there were more ads placed in *The Record* for available positions than expected. C. Swartz asked why Monster was not being utilized. S. Dowds said Monster is used and is connected to *The Record*. C. Kenney asked for clarification on the increase for seminars/training. S. Dowds stated there were changes coming on the federal level that would require additional training. C. Bult suggested checking for available seminars offered through the Public Sector.

A3410.1 Fire Protection Personnel: C. Kenney asked why there was an increase in salary for officers. S. Dowds explained it was due to over-time costs for police officers on fire scenes. C. Kenney stated he was confused by the adopted column as it does not show all budgeted amounts. D. Kelly stated the column should have been blank but was missed during the review. C. Bult asked if two officers are present on the fire scene and one is getting over-time, does he need to call for supervisor approval. S. Dowds said no, as that individual is called in by the fire chief. S. Dowds added the officer could potentially file a grievance against the town if required to do so.

A3410.4 Fire Protection Contractual: C. Bult asked if the hydro test on the cylinders was performed by Roberts & Nichols Fire Apparatus. D. Kelly said it was usually done by Haight Fire Equipment Supply. S. Dowds said the money budgeted for Roberts was to cover equipment related to the van. C. Bult mentioned he noticed the training budget had decreased. S. Dowds said yes.

A5182.4 Street Lighting Contractual: C. Kenney noticed there was an increase for National Grid and wondered why. D. Kelly said National Grid came out with an increase in rates and Laura Palmer, Assistant Comptroller, was informed that it would be 3%. S. Dowds added they were looking into upgrading to LED lighting.

A6410.4 Publicity Contractual: C. Kenney asked if the actual amount for 2017 of \$3,500.00 was the annual cost for Virtual Town Hall. S. Dowds said yes.

A6510.4 Veteran Services Contractual: C. Kenney asked if the VFW was only looking for funding for parking lot repairs. D. Kelly explained R. Cosgrave from the VFW submitted an original request of \$5,000.00 for the repairs but then sent a hand written request after asking for an additional \$5,000.00 for other projects. S. Dowds said the amount should be \$5,000.00 without the addition.

A7110.2 Parks Equipment: C. Kenney said he noticed D. Garvansites, Park Manager, was requesting \$70,000.00 for a new playground. He asked if that was the full amount available in the park fund. S. Dowds said he was requesting up to \$70,000.00 but may not use the full amount. C. Kenney asked if the construction of this playground would increase the insurance premiums. The Supervisor did not know but said he would ask the Town Clerk to check into it. C. Bult suggested adding funding for lighting and cameras as playgrounds can be problematic after dark. C. Kenney agreed and mentioned the estimate for the playground could probably be reduced by gathering volunteers for installation. He said he was not sure that \$70,000.00 would be enough when you add in the security features and recommended putting the idea on hold for 2018. S. Dowds suggested leaving the funding in the budget as no ground breaking would happen until late 2018. That would give time for additional research on costs. C. Kenney asked if two picnic tables had been purchased this year. The Supervisor said yes.

A7110.4 Parks Contractual: C. Bult questioned the amount set aside for employee mileage reimbursement. D. Kelly suggested it was for getting gas for the lawn mower but C. Bult said the Highway should do that. C. Swartz suggested talking to D. Garvansites regarding the reimbursement.

B1440.4 Engineer Contractual: S. Dowds stated the remaining money from the 2017 budget could be used to offset the fuel remediation cost. All Board members were in agreement.

B3650.4 Unsafe Buildings Contractual: The Supervisor said this appropriation code is used in the event a structure is deemed unsafe and needs to be torn down. He said to date

they had not used any of the funds for 2017. D. Kelly added if a structure is torn down, the cost is offset by revenue from the county and insurance.

B8030.4 Research Contractual: C. Kenney suggested, since no money was spent in 2017 and the amount had been decreased for 2018, should the \$4,000.00 be moved into contingency. The Supervisor advised it may be needed and suggested leaving it.
Determination: No changes were made.

Town Hall Parking Lot: C. Kenney asked where the repaving of the Town Hall parking lot was in the budget. S. Dowds said only estimates were obtained, but no decision was made to proceed. The two estimates were from HMA who would mill and topcoat the parking lot and Browe Asphalt Paving Services who would place two inches of hot mix on top of the current surface. S. Dowds said in the event they decided to go forward with resurfacing of the parking lot, part of the funding could come from contingency and the other part would need to be found within the A-fund. He explained the lot is not in bad shape and could be patched to push paving off for another year. C. Bult said they should at least consider striping the lot to make spaces more visible. All Board members were in agreement.

B3620.1 Safety Inspections Personnel: C. Bult asked if the 1,456 hours requested would be for G. Ziegler and asked when J. Tremblay would gain his certification. S. Dowds stated G. Ziegler is currently working 28 hours per week and would be left on for 2018 to allow J. Tremblay to finish training. He mentioned the Village of Nassau is still inquiring about shared services regarding a building inspector/code enforcer. Perhaps G. Ziegler could be utilized for that purpose. C. Bult stated the code for each municipality is different and G. Ziegler is already juggling the Town of Schodack and Village of Castleton's codes. He felt adding another code would be confusing. C. Kenney said they needed a separate code enforcer and this subject needed further discussion. C. Rex advised the Village of Nassau was in desperate need and not to wait too long.

Board Discussion

C. Kenney mentioned, after discussion with P. Harter, he suggested combining retirement benefits to include pension and health insurance for a new capital reserve fund. The funds could be used when needed but a reserve would be maintained to aid rising costs in the future. He did recommend changing the amount that he suggested before from \$300,000.00 to \$400,000.00. It would involve \$300,000.00 from the A-fund and \$100,000.00 from the B-fund. C. Bult and S. Dowds both cautioned that the auditor still needed to be consulted before any decisions were made. C. Kenney stated he recommends this idea each year and it keeps being deferred to the next year. He asked that the board move forward with the plan by 2018. All Board members were in agreement. C. Kenney suggested taking one million dollars from the fund balance and lend it to banks to bring in revenue from the interest. The interest could then be used to cover interest charged for the Town Hall and Highway Garage loans, making the payments come off of the principal balance. C. Rex suggested using the fund balance to pay off the buildings but C. Kenney said it would be expending that money which can never be recovered. With lending the money, it would be inaccessible for a period of time but the Town would get it back with an added benefit. The Supervisor explained lending the money would be similar

to the Town covering the \$1.5 million dollars for the sewer extension for Schodack Central School District (SCSD) which would be paid back with 1% interest. C. Swartz asked what would happen if the State Board of Education did not cover 70% of the cost for that project. S. Dowds stated the cost would be borne by SCSD and assured the Board that there should be no concern as State Education was 100% on board.

SL2 Morey Park Lighting District #2 and SL3 East Schodack Lighting District #3: C. Swartz asked if there was enough budgeted due to the rate increase from National Grid. He was especially concerned with SL2 as it had been decreased. C. Bult said it seemed the funding was overestimated for 2017 and would be adequate to cover the rate increase.
Determination: No change was made.

Executive Session

C. Bult made a motion to enter into Executive Session at 7:20 p.m. to discuss appointments and proposed salary structures. Seconded by C. Kenney.

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

C. Rex made a motion to adjourn the Executive Session at 8:39 p.m., seconded by C. Kenney.

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. Bult made a motion to adjourn the 10/19/2017 Town Board meeting at 8:41 p.m., seconded by C. Rex, with all voting in favor. Meeting adjourned.

Respectfully Submitted,

Debra L. Curtis
Schodack Town Clerk