

**DATE:** OCTOBER 22, 2018

**KIND OF MEETING:** BUDGET

**WHERE HELD:** SCHODACK TOWN HALL

**CLERK:** DEBRA L. CURTIS

**PRESIDING OFFICER:** DAVID B. HARRIS

**MEMBERS PRESENT:** MICHAEL KENNEY  
SCOTT SWARTZ  
TRACY REX

**MEMBERS ABSENT:** JAMES E. BULT

**ATTORNEY:**

**COMPTROLLER:** PAUL HARTER

**OTHERS:** NADINE FUDA, DIRECTOR OF PLANNING & ZONING  
DAWNE KELLY, ASSISTANT TO THE SUPERVISOR

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S. Harris called the October 22, 2018 Budget Meeting to order at 6:02 p.m. and dispensed with roll call. All present as noted above.

**B8010.4 Zoning Contractual:** N. Fuda said the revision to the zoning code was almost complete and the final draft should be sent to the board soon. She explained the E-Code upgrade would cost approximately \$20,000.00. She stated she had not spent any of the \$20,000.00 budgeted for 2018 and said they should consider conducting a study to consolidating the water and sewer districts. This would create a town wide water system and join the sewer with the Village of Castleton. She said it would be beneficial to plan ahead and look for grants to help with the cost. S. Harris said he had been working with Ms. Fuda regarding the feasibility to consolidate the districts. He felt it would help for long term development in Schodack. He said by conducting a study, they could determine the possibility of utilizing the sewer plant in the Village of Castleton and moving away from using East Greenbush. C. Swartz said he agreed with the study and added it had been discussed many times in the past with no resolve. S. Harris said he felt it was a good time to revisit the idea to see how they should proceed. C. Swartz asked if \$20,000.00 would be sufficient. N. Fuda said the estimate from Laberge for a sewer and water study was \$30,000.00. It was her recommendation to get the addendum from Laberge and encumber the \$20,000.00 from 2018 to be used for the study in 2019. C. Kenney advised that a preliminary study had already been conducted and it was not necessary to start from scratch. He agreed that the town should look into grant money to offset the cost. He felt, as good as it looked on paper, the town wide water district was not feasible. It was an idea that should have been done years ago when the federal government was providing subsidies. As for the sewer districts, combining them to work with Castleton would benefit the town as well as help districts such as sewer district #5 which was suffering from high rates. The areas he felt needed key focus were Maple Hill Road and Route 9. If the study had already been completed, the town would have benefited by Amazon paying to extend the sewer from Schodack Central School District to Maple Hill Road. C. Swartz asked if the

sewer districts could be consolidated would it still be possible to allow others to connect. C. Kenney said yes, as district connections. By creating a district on Route 9 extending from Maple Hill Road, it would open the potential for more commercial business in the area. N. Fuda said she had been contacted about another location on Route 9 which would house a return center for Amazon. She felt if Scannell decided to build in the area, many other businesses could follow. She added that water and sewer were needed on Route 9 to allow for sprinkler system installation which would be beneficial to all businesses including Hannaford. C. Kenney asked how they would fund the project. P. Harter said he has spoken to Office of the State Comptroller (OSC) regarding the investment of B Funds for the project but was told they could not. He noted, if it was allowed, they would need to repay the B Fund within a year. N. Fuda recommended conducting a General Environmental Impact Statement (GEIS) for Route 9. The impact fees could then be passed onto prospective buyers. She gave the example of Regeneron which only put a small percentage of the cost onto taxpayers. She noted an update would still be needed to the town code regarding water and sewer which was not included in the zoning code. C. Rex asked if consolidating the sewer districts was a realistic goal. N. Fuda said yes but noted they needed to figure out how to run the sewer under the railroad tracks. C. Kenney said the county would be willing to assist in expanding Route 9.

With regard to the litigation for the distribution center, N. Fuda said proceedings were stalled due to negotiations with the complainants. She felt there would not be a decision made for another two to three months. She added the property on the other side of Richwood Drive had been purchased to construct apartment buildings. C. Rex asked if that would help Route 9. N. Fuda said it would by increasing sewer output which would require renegotiating rates with East Greenbush or moving forward with creating sewer down Route 9. She explained the new Stewarts, which was slated for Miller Road and Route 9&20, would also increase the amount of sewage sent to East Greenbush by extending the sewer down Miller Road. C. Kenney said they would need to talk about the contract first to see if the increase was alright and what the added cost would be.

**B8010.1 & B8020.1 Zoning/Planning Personnel:** N. Fuda said she had requested an increase in salary as she was assuming more duties including project manager for sewer projects and Restore NY.

**B8020.4 Planning Contractual:** S. Harris asked which computer needed the upgrade in her office. She said her computer. The Town Clerk added that all computers eventually would need to be upgraded to windows 10. C. Kenney asked why the Planning Board Attorney was moved from .1 to .4. N. Fuda said it was determined that he was a sub-contractor and should be paid under contractual.

**Parkland Funds:** P. Harter said he received an answer from OSC regarding use of the Parkland Funds. He said they are not able to be used for salaries.

**Tentative Budget:** C. Kenney asked where the money that the board had decided to remove thus far had gone. P. Harter said it was completely removed which would lower the levy.

**A3510.4 Dog Control Contractual:** C. Rex asked why nothing was budgeted for training. She said she thought one requirement for him was annual training. The Town Clerk said she was not aware of any necessary training. C. Kenney said he would speak to Atty. Mullahy but felt no changes needed to be made. In the event any training was needed, funds could be taken from contingency.

**A1430.4 Personnel Contractual:** C. Swartz asked if funds had been spent for 2018 under Human Resource (HR) Consulting. P. Harter said funds were expended after the budgets had been sent in May. C. Swartz asked if \$5,000.00 was too much to be budgeted for that line. S. Harris explained the money was designated for the printing of the revised Personnel Policies & Procedures Manual. C. Kenney said he thought the cost for printing had been encumbered in 2017. **Determination: It was the consensus of board to decrease HR Consulting to \$2,500.00.**

**A1620.4 Buildings Contractual:** C. Swartz asked if the \$6,400.00 budgeted for the elevator in 2018 and 2019 was the cost of the annual maintenance. D. Kelly said the elevator was in need of reconditioning. She said she had spoken to a representative from Schindler Elevator who advised, due to an increase in service calls, that the town should consider the recondition sooner than later. The estimate was around \$83,000.00 and stated that the elevator could be down for up to a month during that process. The Town Clerk warned that they must remain ADA compliant and could not be without an elevator. C. Kenney asked if the elevator had passed inspection. S. Harris said yes. C. Kenney asked for an update on the installation of security cameras in the town hall. S. Harris said he had NYS Fire and Security tour the building and gave a quote of \$14,800.00. He said he had contacted ADT and Stanley; however, neither company installed systems in municipal buildings. C. Swartz asked where the cameras would be located. S. Harris said in the parking lot, stairs, Justice Court and Town Clerk. C. Kenney recommended adding cameras in the courtroom. S. Harris said the courtroom was included for monitoring; however, for livestreaming the meetings, they would have to look elsewhere. C. Kenney and C. Rex said they wanted to make sure there was enough budgeted for the project. P. Harter said there was an error for the amount budgeted for generator services. He said the amount should have been \$800.00 not \$8,000.00. He recommended taking the \$7,200.00 difference and budget for the camera installation. C. Kenney suggested putting \$10,000.00 in for the cameras instead. All board members agreed. **Determination: \$10,000.00 was added to A1620.4 for security cameras and \$7,200.00 was removed from A1620.4 for generator services.** C. Swartz said he felt \$8,000.00 was too high for landscaping, unless it was intended for the repair to the sidewalk. S. Harris said the cost to repair the sidewalk was over \$20,000.00. D. Kelly said the landscaping would cover mulch, replacement of shrubs and potentially a Christmas tree. C. Rex asked if the sidewalk repair was in a separate category. D. Kelly said it could be put into another category ; however, it generally fell under landscaping. C. Kenney asked if the plan for the sidewalk included changing it from two sidewalks to one. S. Harris said yes. C. Kenney said it had been discussed to blacktop the parking lot; however, he felt it would be better to focus on utilizing the Drumm property, creating a new entrance into the town hall parking lot. S. Harris said that could be discussed in the spring. C. Kenney suggested leaving the \$8,000.00 in landscaping to potentially use for the sidewalk. He noted the funds for 2018 could be encumbered if not used. P. Harter reminded him that if the funds were not expended for 2018, they would be

placed in the fund balance. Those funds could then be appropriated for the sidewalk project. In order for them to be encumbered, a signed contract would be needed. C. Kenney asked if anyone had come to examine the roof and cooling tower. D. Kelly said ESCO was in the process of draining the cooling tower. As for the roof, Phelps Roofing made a temporary repair; however, repairs were still needed for the damaged ceiling. She noted leaks had been repaired which were coming from an outlet by the third floor elevator door and the window in the building department. Phelps Roofing told D. Kelly that the temporary fix that they had done years ago was coming close to its life expectancy and the board should consider replacement. D. Kelly said a company came in to visually inspect the roof and recommended a more in depth examination using an infrared camera but warned it would cost more money. She mentioned the board also needed to decide if the best place for the cooling tower was on the roof or not. C. Kenney said an evaluation of the roof and cooling system was needed. With regard to the heating system, D. Kelly said ESCO was able to locate burners for the heating system. They would cost \$1,400.00 each with \$800.00 for installation. C. Kenney asked if there was sufficient money budgeted for the burners. D. Kelly said yes as they had set aside \$8,000.00 for 2018. S. Harris said the board needed to decide to either repair the roof or replace it. C. Kenney said repair would be better as it would be costly to replace.

**A6310.4 Anchor Contractual:** C. Swartz asked if \$5,000.00 was the correct amount requested by the Anchor. P. Harter said no, it should be \$1,000.00. **Determination: It was the consensus of the board to remove \$4,000.00 from A6310.4.**

**A7410.4 Library Services Contractual:** C. Kenney recommended asking the director of the East Greenbush Library as well as their president to meet with a town board member and the Supervisor regarding their funding request. He said they should remain at the \$303,720.00 as requested in 2018 and discuss a contract for future years. C. Rex said any increases should be on a sliding scale and not such a heavy increase. C. Kenney agreed. He said the town had limited funds that could be allocated to libraries and felt the almost twenty percent increase over the past four years was too much, especially when only seventeen percent of the town population are cardholders. C. Rex said they should try to maintain good relations. All board members agreed.

**B1440.4 Engineering Contractual:** C. Swartz asked if there was a plan for the \$15,000.00 budgeted under water and sewer planning. C. Kenney said it could be used for the consolidation of the districts. C. Swartz said nothing had been expended for 2018. He wondered why it was budgeted for 2019. P. Harter said it was for the Route 9 corridor. C. Swartz asked, if the funds were not spent this year, where the funds would go. P. Harter said it would go into the B fund balance and could be earmarked from there. C. Kenney asked if the amount was known for the sewer rate analysis. D. Kelly said between \$22,000.00 and \$28,000.00. P. Harter said Laura Palmer had budgeted to have sewer maps made in 2019 as well. C. Swartz said as long as there was a plan, he was fine with the amount.

**B3620.4 Building Department Contractual:** C. Swartz asked why they were requesting a new vehicle. P. Harter explained the current vehicle was having an issue starting. C. Kenney said more information was needed such as the mileage of their current vehicle. C.

Swartz asked if the \$2,000.00 budgeted for NYSBOC would cover training for Joe Tremblay. P. Harter said no, it was for the New York State Building Officials Conference. C. Swartz asked if too much was budgeted as only \$310.00 was expended for 2018. P. Harter recommended asking the Building Inspectors and changes could be made up to November 8<sup>th</sup>.

### **Board Discussion**

**Medicare:** P. Harter informed the board that a change was being made regarding Medicare for town retirees. He said when the town joined the county health insurance last year, retirees were offered CDPHP and NYSHIP; however, the county had decided to change from CDPHP to Aetna. He explained the county was able to negotiate with Aetna for a rate of \$171.00 per month, offering the same coverage as CDPHP. The only difference was that the plan was portable, being accepted outside New York State. S. Harris said a representative from the county would be present at the next board meeting to inform the board on the changes. He added a letter was sent to all retirees eligible for Medicare. C. Rex asked if there were any downsides to Aetna. S. Harris said he was not aware of any.

**Water/Sewer Rates:** C. Kenney asked if all the capital charges were accurate. P. Harter said yes. He explained the only change was for the Equivalent Dwelling Units (EDU).

**A3120.1 Police Personnel:** C. Swartz asked if a decision had been made regarding the additional staff requested. C. Kenney said they could budget for the positions; however, they did not have to hire. He felt if the schedule changed to a twenty-four hour operation, there would be a need for the additional officers. He said they should hold off on the School Resource Officer (SRO) position until they could reach an agreement with Schodack Central School District. With regard to the Assistant Chief, he felt it would be beneficial to specify the position. S. Harris said they could bring in a civilian rather than an officer to complete the accreditation. C. Swartz said if they chose to move Officer Thomas to days as a detective and bring in a full-time officer, they would still be paying overtime to Officer Thomas when covering night shifts. C. Kenney said vacations were primarily covered by overtime and felt Officer Thomas on the day shift would minimize overtime if he would agree to cover. C. Rex suggested leaving the positions and the board could make a decision later. P. Harter reminded them that all changes needed to be made before the meeting on November 8<sup>th</sup>. C. Swartz said it appeared to be the goal of the Chief to add another officer; however, there was no added revenue to compensate for it. **Determination: It was the consensus of the board to remove the SRO and additional full-time officer positions totaling \$116,646.00 from A3120.1.**

### **Executive Session**

C. Swartz made a motion to enter into Executive Session at 8:41 p.m. to discuss appointments and proposed salary structures. Seconded by S. Harris.

4 Ayes 0 Noes. **MOTION CARRIED.** Ayes –M. Kenney, S. Swartz, T. Rex, D. Harris. Noes – 0.

C. Swartz made a motion to adjourn the Executive Session at 9:21 p.m., seconded by S. Harris.

4 Ayes 0 Noes. **MOTION CARRIED.** Ayes –M. Kenney, S. Swartz, T. Rex, D. Harris. Noes – 0.

### **ADJOURNMENT**

As there was no further business before the Board, C. Swartz made a motion to adjourn the 10/22/2018 Town Board meeting at 9:22 p.m., seconded by C. Kenney, with all voting in favor. Meeting adjourned.

Respectfully Submitted,

Debra L. Curtis  
Schodack Town Clerk