

A budget workshop of the Town Board of the Town of Moreau was held on November 2, 2017 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York

The Deputy Supervisor called the workshop to order at 6:00 p.m.

Town Board Members Present

Alan VanTassel	Deputy Supervisor/Councilman
Todd Kusnierz	Councilman
Gina LeClair	Councilwoman
Gardner Congdon	Supervisor [arrived at approximately 6:20pm]

Town Board Members Absent

Bob Prendergast	Councilman
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Also present: Leeann McCabe, Town Clerk; Francine Thibodeau, Principal Account Clerk; Jeffrey Cruz, Principal Account Clerk; Reed Antis, Planning Board Member and Town Resident.

The first item discussed was account A1320.4, independent auditing. The amount was reduced from \$3,000.00 to \$2,700.00.

The next item for discussion was Tax Collection, A1330.4. The Board had initially put \$3,300.00 in the budget for BAS-Online Tax Payment Software and Maintenance and since the vendor is ok with letting the Town pay over a two year period, this was reduced to \$1,650. The maintenance was to remain at \$2,050.00.

The next item for discussion was Budget, A1340.4. This was reduced from \$175.00 to \$100.0.

The next item for discussion was Assessor, A1355.1. Councilman Kusnierz stated that they can get the Assessor's Clerk to a full-time position but that it would be difficult to do January 1st. He made mention that it would be helpful if they wait until sometime throughout the year to make this full-time. He stated that he knows the Assessor's office needs work but that the General Fund is in tough shape. Ms. Thibodeau was directed to budget from January 1st – July 31st for the Assessor's Clerk as part-time, no more than 17 1/2 hours per week at \$13.02 per hour and to budget August 1st through the end of the year as full-time, \$13.02 per hour and to provide for a benefits package. Ms. Thibodeau stated that she would need to pay into retirement once she becomes full-time.

The next item for discussion was Town Clerk, A1410.2. \$400.00 was budgeted for a new printer. The Town Clerk explained that the printer she may need to replace is approximately 15 years old. She stated that this has been a budgeted item for a few years and suspects that it will need to be replaced. She commented that big jobs or jobs that require color are done with the color copier, so she wouldn't require anything elaborate for her office. It was decided to leave \$400 budgeted but asked the Town Clerk to consult the Board if she does need to purchase a new one.

The next item for discussion was Town Hall Building, A1620.4. Councilman Kusnierz stated that they hadn't received actual figures for a handicapped accessible door. The Supervisor thought that the most important thing would be a curb cut. The total in this account was presently at \$60,000 and it was reduced to \$55,000.

The next item for discussion was the Contingent Account, A1990. There had been \$45,000 budgeted for this line item and it was reduced to \$40,000.

The next item for discussion was Insect Control, A4068. This line item was reduced from \$750 to \$400.

The next item for discussion was Highway Garage, A5132. It had been previously mentioned that the Water Department could lease the portion of the Old Garage and split the utilities but that they would need to know the square footage of the new Highway Garage to determine how much is highway and how much is water. Ms. Thibodeau stated that she had spoken with the Comptroller's office and was told that they can do this as a reimbursement or as a revenue, either way. It was decided to leave it as is for now

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until they know the ratio. The Supervisor commented that, at the time the garage was built, the Landfill paid for 30% of the building, as they were supposed to have 2 bays. At present they don't use any of the space.

Councilwoman LeClair wanted to discuss Town Board, A1010.4. She stated that there had been \$3,000 budgeted in this line item. She stated that there are conferences coming up for those newly elected that will be helpful. She also thought that by waiting a year before attending, they would get more out of the conferences. She stated that the first year is a bit overwhelming. Councilman Kusnierz stated that if that number is reduced, they could take it out of something else. It was commented that it could come out of contingent. Councilwoman LeClair also mentioned that there's training at the Albany Marriott January 10-12, 2018. She stated that it's \$200.00 for 3 days and is specific for newly elected officials. She thought that even if they drop the \$3,000, it would be helpful if they left enough to cover the cost of this class. The line item was dropped from \$3,000 to \$800.

There was a discussion relating to sales tax next. Councilman Kusnierz stated that they need to be sure they're on board with what they're projecting for sales tax. The Supervisor commented that he had done some checking and believed that they will be ok. He stated they won't go over the projected amount but will make it. Councilman Kusnierz stated that for next year's budget purposes, they have 3.12 million. He stated that Statewide, revenues are not coming in and thought they should be more conservative and drop the number from 3.12 million to 3 million.

The Supervisor stated that they need to consider the effect of sales tax on the tax rate. He stated that he understands his budget was amended to reflect \$200,000 going somewhere else and \$300,000 going to the Fire Company. He stated that it does more good to put it onto a mandated expense than on an option.

The Supervisor commented on the Library and mentioned that after dark, people use the side entrance to use the facilities. He stated that the homeless are using the Library to shave and clean up and commented, that's not the purpose of the Library. The Supervisor stated that he's a supporter of Library services and not to be a catch all for all the problems in the City of Glens Falls.

Councilman VanTassel stated that they hadn't gone back to discuss payroll services. He stated that it would be \$4,368.80 annually. Councilwoman LeClair asked if the cost could be spread over the different departments. Councilman VanTassel didn't see why they couldn't do that. Councilman Kusnierz stated that they would run into issues with general fund paying for the highway. Councilman VanTassel stated that the figure was based on 65 employees for 42 weeks out of the year. Councilman VanTassel stated that he didn't know if this would be put in the budget and didn't know if it could be implemented as of January 1st. Councilman Kusnierz would like the option to do it but before they do, he wants to have a cost analysis done to see if it will be cost effective, before they spend the money. He did say that it would take the potential for issues, right off the table. Councilman VanTassel stated that he didn't want to get into a position, that if they want to do it, they don't have the money budgeted. They increased line item A1620.4 (Town Hall) from \$55,000, back up to \$60,000.

Councilwoman LeClair addressed the Town of Moreau signs and spoke in particular of the one on Route 197 near Ft. Edward Road. She stated that it was constructed with 3/4 inch MDO (Medium Density Overlay) and has an outdoor life of 2-10 years. If replaced with the same materials, it would cost approximately \$950.00 to replace. She stated that if they went with a sign like the one off of exit 17, which is 4' x 6', HDU (High Density Urethane) and is carved and finished in gold leaf. She stated that something identical to that would be \$3,300.00. Councilwoman LeClair stated that the prices came from a Katie Wheeler from Queensbury. The Supervisor stated that he had wood he could donate. Councilman Kusnierz asked the Councilwoman to keep the specs for ideas. He thought they would probably be able to get it done for less.

Ms. Thibodeau stated they had a part-time clerk in the budget last year to help Sandy Mahoney and stated that it was relayed to her that Sandy didn't ask for a clerk. She stated that this year they put it under Pete Corlew's (Maintenance) budget. She asked the Board if they need that in there. The Board agreed that it should be removed. Line item A7140.1 (Clerk PT) was reduced from \$4,000 to \$0.

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The Supervisor asked Ms. Thibodeau how soon after this meeting she would have the tax rates. She stated that she has to have it ready by the end of the day tomorrow because the public hearing notice will be in the paper on Saturday and it has to be available first thing Monday morning.

The Supervisor left the meeting at approximately 6:55pm.

Ms. Thibodeau confirmed that they put \$34,000 in the budget for the Water Superintendent to purchase a new truck. This will be paid from all water and sewer accounts. She stated that the old truck will be handed down to the Recreation Department.

Reed Antis stated that the Library Board does a poor job getting out the public hearing notices for the Library's budget. He stated that they represent 3 communities and none of them were notified. He did say that it was on their website this year and there was a legal notice. Mr. Antis also stated, that because the tax is an ad valorem tax, they spread the costs between assessed values and the number of library card users. He commented that the number for card users isn't truly accurate. He stated that cards are kept active so that fines can be collected even if they aren't being used. Councilman Kusnierz reminded Mr. Antis that this was a budget workshop and that what he was bringing up has no impact on what they're trying to do tonight. Mr. Antis stated that they need to know who is really using the Library.

The budget workshop concluded at 7:00 p.m.

Respectfully submitted,

Leeann McCabe
Town Clerk

The above minutes are not intended to be a transcript, only a summary. To hear the full audio of the meeting, please visit the Town's website: www.townofmoreau.org