

A budget workshop was held by the Town Board of the Town of Moreau on October 2, 2013 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

Supervisor Jenkins called the workshop to order at 7:00 p.m.

The Town Clerk called the roll.

**Town Board Members Present**

Robert J. Vittengl, Jr.	Councilman
Gina LeClair	Councilwoman
Todd Kusnierz	Councilman (Arrived at 7:04 p.m.)
Preston L. Jenkins, Jr.	Supervisor

**Town Board Members Absent**

Bob Prendergast                      Councilman

**Also Present:** Jeanne Fleury, Town Clerk; Fran Thibodeau, Principal Account Clerk; Tim Pease, Jay Farrell and Jonathan Pease from the South Glens Falls Fire Company; and the following Department Heads: Joe Patricke, Building Inspector/Code Enforcement Officer; Jesse Fish, Water Superintendent; Paul Joseph, Highway Superintendent

The Town Outside the Village Accounts were discussed first with Joe Patricke, Building Inspector/Code Enforcement Officer.

Dry Hydrants were discussed. Supervisor Jenkins put money in the tentative budget for dry hydrants. It does not have any impact on taxes as there is no tax in the Town Outside the Village Fund. Dry Hydrants would be installed in areas like Selfridge Road where there is a stream and the device would pump water from the stream in the event of a fire.

The Building Inspector's Account B3620 was discussed. Supervisor Jenkins increased the salaries by 4%, because the budget is in line with last year and he thinks it is time to do something about helping the employees keep up with inflation. They have been given 2% or less for the past several years.

Joe Patricke requested to purchase a scanner/plotter for his department in the amount of \$19,000.00 that would be used to scan building permits and building plans. He said the building permits and plans have to be kept for six years after the building is destroyed and their records just keep accumulating. The scanner would allow the building permits and plans to be filed electronically rather than in paper format. His plan was to start scanning current documents and maybe hire an intern to scan old documents and eventually get all the permits and plans in digital format.

Joe Patricke also requested \$800.00 in his budget for the purchase of a new desk for Kathy Perez his clerk. Her desk is 20 years old and falling apart.

Joe Patricke also said he hasn't purchased a lot of technical books for his department and some of his books are becoming outdated. He also said that his assistant will need five weeks of training and there will be some expense involved in that.

Joe Patricke stated that the zoning and planning accounts are pretty lean and he didn't see how they could cut much from these accounts.

Discussion followed on storm water management.

Joe Patricke stated that there is supposed to be training for all Town Board, Planning Board and Zoning Board Members on storm water management and preferably all the board members should attend one training session together. He also noted that Garry Robinson is working on comparing all the Town's laws

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with the storm water management plan to determine what affect storm water management has on them. This is required as part of the MS4 regulations. The cost for his services will be reimbursable.

Councilman Kusnierz asked if the costs to carry out the MS4 regulations should be built into developer's fees.

Joe Patricke said they pay now except for our reporting requirements. He said there are 400 reports relating to the Palmerton Heights project and the reporting has to continue until the project is complete. There are inspections that go with this that should be billed to the developers on a yearly basis. There should be a program incorporated into the subdivision regulations to make it billable against the developers.

The revenues were reviewed for the Town Outside Village Accounts.

Supervisor Jenkins said he planned to send \$800,000.00 of sales tax revenue back to Saratoga County to lower the county tax rate in the Town of Moreau and he planned to use \$1.9 million in sales tax revenue to balance the budget.

Joe Patricke stated that Kathy Perez is underpaid as she has been "stepped over" a few years ago when adjustments were made and he said the board told him it would be looked at this year.

Supervisor Jenkins stated that he put a 6% increase in the tentative budget for Kathy Perez, because he saw where she was shorted for a three or four year period.

This concluded the discussion on the Town Outside the Village budgets.

Jesse Fish, Water Superintendent, entered the workshop to discuss his water and sewer budgets.

Supervisor Jenkins stated that he included a 4% increase in payroll and that the salaries for the water/sewer department were allocated amongst all the water districts and the sewer district.

Jesse Fish budgeted money to purchase a demo saw and blade for \$1,500.00. The saw would be used to cut through concrete, blacktop and rock and would be used in the sewer district and all water districts.

He also budgeted money to purchase a new truck for \$27,500.00. He said that if a full-time assistant is hired a truck will be needed. He planned to purchase a 1/2 ton or 3/4 ton truck that has a utility box on the back so they could carry tools and parts with them.

Jesse Fish also budgeted money to buy two chemical pumps at a cost of \$995.00 each, 25 master meters, valve wrench for \$2,500.00 and misc. equipment for \$22,000.00.

Jesse Fish stated that the 25 master meters would be used as needed. He said he has 18 left of the 24 purchased this year and when the 24 are gone he will either have to purchase more out of the water districts that they will be used in or purchase them from Water District 2.

He said he bought a valve wrench last year, but the one that came in wasn't what he wanted so he sent it back and went without one.

Councilman Kusnierz asked why the misc. equipment was up from \$11,000.00 to \$22,000.00. Discussion followed without a definitive answer being given other than Supervisor Jenkins saying that it was a number that was put in the budget in anticipation of problems that they encounter every year. In the past they have had to go into fund balance, because nothing was allocated for the unanticipated problems.

The revenues for the water and sewer districts were discussed.

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Supervisor Jenkins stated that the board should consider establishing some sort of capital reserve fund for some of these revenues rather than putting them in fund balance.

Supervisor Jenkins stated that there is no allocation for debt service in Water District 1 yet. He is trying to find out from EFC what the debt payment is going to be for 2014. Attorney Buettner is working on negotiating a lower debt payment for 2013.

The rest of the Water District Accounts were briefly reviewed. No changes were made.

This concluded the discussion on the water/sewer accounts.

Paul Joseph, Highway Superintendent, was next to discuss his budgets.

The Traffic Control Account A3310 was reviewed quickly.

The Superintendent's Account A5010 was reviewed. Supervisor Jenkins stated that he included a 4% increase in salaries for the Superintendent and his Clerk.

Paul Joseph stated that he would like \$500.00 budgeted for the purchase of a new copier. The one he has just repaired and he was told that the life expectancy on the copier is six months.

**\$500.00 was added to A5010.2.**

The Highway Garage Account A5132 was reviewed. Paul Joseph budgeted \$340.00 for a 14" electric chop saw, \$2,350.00 for service on the hose reels and pumps and \$3,850.00 for a hot water pressure washer.

He said the hot water pressure washer he has now is 11 years old and well used.

Discussion followed on paving around the new highway garage. Paul Joseph budgeted \$32,000.00 for this purpose and Supervisor Jenkins removed it from the tentative budget. Supervisor Jenkins said he anticipated using the capital project funds for the highway garage to do the paving.

Brief discussion followed on a moisture problem in the new highway garage.

Councilman Vittengl said the \$19,000.00 budgeted for Niagara Mohawk bills was high. He said that he has been in the highway garage and they could work in there with t-shirts on. Paul Joseph replied that the temperature was set at 65 degrees. Councilman Vittengl said the temperature could be tweaked a little.

**A5132.415 – Highway Garage – Contractual – Niagara Mohawk – Reduced from \$19,000.00 to \$15,000.00.**

The highway department payroll was based on the contract and longevity. There is one employee who will be getting a \$5.00 per hour increase next month due to longevity.

Highway Improvements DB5112 was discussed next.

Paul Joseph stated that the crack seal line item DB5112.493.2 could vary by \$7,000.00 depending on what the board does in DB5130.

Supervisor Jenkins stated that the Town has an opportunity to get some funding from Adirondack Transit for road paving. Paul Joseph added there is also CHIPS money. Supervisor Jenkins mentioned something about funds may be available from NYS DOT that could be used to do road work on Hudson Drive.

Councilman Kusnierz said that Selfridge Road has signs that warn motorists of the road condition.

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Paul Joseph said he planned to do that road the year after next, because he was going to use CHIPS money on it.

Supervisor Jenkins said that Doe Run is on the high priority list, but not in the budget.

Paul Joseph said he planned to do that road in 2015 along with Oakview and Snowberry.

Supervisor Jenkins mentioned the cracks all along the edges of Iris Avenue and the streets in that vicinity.

Paul Joseph said he wasn't here when those roads were put in, but he suspects that there wasn't enough gravel base put in and it wasn't compacted right.

Supervisor Jenkins suggested the board hold off on discussing the roads for right now and discuss equipment first.

Highway Machinery DB5130 was discussed next.

Paul Joseph would like to replace the 2001 Bobcat Skid Steer. The high flow hydraulic pump is weak, it needs tires, among other things. He has been told that he can get a good trade-in value for it right now.

Supervisor Jenkins stated that the purchase of a crack sealer could serve us well. It could save us \$7,000.00 a year and it would have a life of 14 to 15 years.

The wood chipper in the highway department needs a main wheel bearing and the feed rollers are worn and Paul Joseph would like to replace it.

Supervisor Jenkins stated that they may need to cut the \$345,000.00 for a new paver out of the budget.

Councilman Kusnierz asked Paul Joseph if he could get another year out of the one he has and Paul replied maybe.

Supervisor Jenkins stated that if he could wait another year then we may be able to purchase a new one vs. used. He said as the budget stands right now we will be depleting most if not all of the highway fund balance and we need some fund balance there. He said he would feel more comfortable if the fund balance was even \$300,000.00 rather than nothing.

**\$345,000.00 was removed from line item DB5130.2 Highway Machinery and \$7,000.00 was removed from DB5112.493.2 Highway Improvements, crack seal.**

The budget workshop concluded at 8:58 p.m.

Respectfully submitted,

Jeanne Fleury  
Town Clerk