

**Town Board
Preliminary Budget meeting**

September 9, 2014

A preliminary Town Board Budget Workshop Meeting was held on Tuesday September 9, 2014 in the Town Hall 284 Broadway Port Ewen, New York at 11:30 AM with the following persons in attendance:

**Supervisor John Coutant
Councilperson Gloria Van Vliet
Councilperson Wayne Freer
Councilperson Kyle Barnett
Councilperson Diane L. McCord**

**Recording Administrator Holly A. Netter, Town Clerk
Debbie Kain, Bookkeeper
Brian Pickard, CPA**

Supervisor John Coutant called the meeting to order at 11:45 am

The Town Board met with the Department Heads to discuss their individual budgets. All requests were heard, tentative changes were made and we are still waiting on actual figures relating to insurance and Fire District Budgets. Once all figures are in, decisions will then be made.

Recreation Maintenance – Dan Vedder

A 7110

Supervisor Coutant commended Dan Vedder for the Job he has done in 2014. Dan has offered to take over the trash removal from Town Hall to save the Waste Management charge each month. The Board will be discussing a change in Dan's title for 2015 from Parks and Recreation to Buildings and Grounds which better defines his role to the town. Dan Vedder has also been handling the replacement of lights on 9W. He reported the lights had been repaired but there is still no power, Central Hudson needs to address the power issue. Supervisor Coutant feels that with these responsibilities Dan should have a title of Department Head. Dan Vedder feels he should be compensated \$100 per week as the Water/ Sewer and Highway Foremen get compensated. The money can be offset by the savings of the trash removal and decrease from the additional seasonal help.

A new dump truck will be needed in 3-4 years. Dan would like \$15,000 set aside in a reserve account over the next few years specifically for Building and Grounds vehicle replacement. The account can be established during a regular meeting. A snow plow is needed for the truck at a cost of \$4,895.00 which will enable him to plow town hall and will stretch the life of the dump truck.

A 1720 all parks maintenance - no change

A 1620 Building – Vacuum needed reallocating funds from SRI line, no change in bottom line. Councilperson Wayne Freer will get information regarding the industrial style vacuum they use at the college.

Building Department - Tim Keefe

A3620

The budget line for supplies increased because the individual departments are budgeting for their individual toners and office supplies. A new printer will be needed, \$150. The contractual amount for the phone has changed. There is no longer a separate bill for a building department cell phone so Tim will receive a flat \$500 contractual reimbursement for the use of his personal phone. There will be \$300 allotted for Folders, \$300 Toner and \$300 Office Supplies.

Bookkeeper Debbie Kane asked if she was to break down all of the contractual items line by line. It was decided it would be line by line. The software will allow the figures to fold back in to one line for year end reporting. However, the Board will be able to see a breakdown of the figures throughout the year.

Tax Collector – Bernice McNierney

A 1330

Bernice will add a person during the months of January and February with no change to the bottom line.

Highway Department – Mike Cafaldo

5010 Personnel

\$34,434.00 has been in the budget line for Karen 's salary however she only makes \$32,000.00 because she no longer receives overtime for plowing. Mike would like to increase her salary to \$34,434.00. Karen will be making \$16.55 per hour without having to increase the payroll budget line.

5110 – General Repairs

Mike Cafaldo asked for a 5% increase to the contractual line because there are many roads that need to be repaired in Port Ewen.

5111 FUEL

Ulster County Sheriffs are no longer purchasing their fuel from us so the revenue line will be decreasing \$40,000 as well as the Fuel line will be lowered to 108,569.12.

Misc

Recent auction of old equipment brought in approx \$13,000 and can be used toward new sanders. An increase is expected in the salt and sand costs for the snow removal. There are drainage issues that need to be addressed. After the preliminary numbers are calculated the individual line items will be determined.

1355 Assessor - JoAnna Mignone

JoAnna Mignone, Town of Esopus Assessor, is requesting a \$5,000.00 increase in her salary. She feels she attended school and got a good grade, she kept the assessment at 100% and feels she has proven herself. JoAnna also reported her salary is low compared to other Assessors in Ulster County. There was an increase in supplies for ink and photo paper; all new photos that are scanned for the County will be printed and kept in the property files. An increase of \$500 in overtime is also requested because the Assessor and her Deputy will be out of the office taking the pictures and need to have the part-timer come in to cover the office. She also recommended the education and travel increased by \$500. The Board will review the salary request in a future budget meeting.

Waterfront Advisory Board

An additional port a potty will be needed at Light House Park. The Board will have a conversation with Scenic Hudson to see if they will share the cost since many people use their trails as well.

1410 – Town Clerk – Holly Netter

Holly Netter, Town Clerk, decreased her overall budget by \$4,181. Equipment that was needed was able to be purchased out of this years' budget. A dog enumeration was budgeted for 2014 and will not need to be in the 2015 budget. Dog revenue is half of what it was in 2013. The majority of dogs that are housed at the kennel belong to the City of Kingston and a small number belong to the Town of Ulster. The Town will consider closing the kennel and look into options of housing our dogs at a local kennel/Vet. Options to house Esopus dogs will be researched before final decision will be made.

1220 - Supervisor

The Supervisor's Budget has a minor increase for a printer, calculator and toner cartridges.

7620.400 Senior Recreation - No changes to the Senior Budget.

1320 Auditor - Contractual expenses increase by \$250.

1420 Attorney – no change

1450 Elections - 2015 estimate of cost is \$29,966.

1680 – Data Processing - Harris support has gone up, increased by \$6,000

1910 Insurance /Worker Comp - will increase in 2015 to \$92,975

1920 Municipal Dues – no change

1930 Judgment Claims– no change

3310 Traffic control– no change

3650 Demolition Buildings – increased to \$15,000 and is offset by revenue line 32

Preliminary budget workshop was tabled at 4:30pm and will be continued September 16, 2014, at 7pm.

**Town Board
Continued Preliminary Budget and Workshop Meeting**

September 16, 2014

A continuation of the preliminary Town Board Budget Meeting was held on Tuesday, September 16, 2014 in the Town Hall 284 Broadway Port Ewen, New York at 7:00 PM with the following persons in attendance:

**Supervisor John Coutant
Councilperson Gloria Van Vliet
Councilperson Wayne Freer
Councilperson Kyle Barnett
Councilperson Diane L. McCord**

**Recording Administrator Holly A. Netter, Town Clerk
Debbie Kain, Bookkeeper
Brian Pickard, CPA**

Supervisor John Coutant called the meeting to order at 7:05 PM

The Town Board met with the remaining Department Heads to discuss their individual budgets. All requests were heard, tentative changes were made and we are still waiting on actual figures relating to insurance. Once all figures are in, decisions will then be made.

Water/Sewer – Don Kiernan

Water Superintendent Don Kiernan proposed a 10% increase in the Sewer Rate. The sewer cost has become astronomical and the rate being charged is not keeping up. Our bills from the City of Kingston are getting higher every year. Don gave an example explaining that he rebuilt a pump and it cost \$10,000 where 10 years ago that is what it cost for a new pump.

Court – Elizabeth Shanley – Manicone

The court's budget had a minor increase to account for the purchasing of envelopes and copy paper, which in prior years were not budgeted for.

Recreation – Kathy Discuillo

Minimum wage will increase next year causing the personnel line to have an increase. The Recreation Board would like to purchase a Hot Chocolate /Cappuccino machine to be used during town events. Kathy Discuillo will research the options that are available. Kathy also reported there was an increase in the number of children that participated in the summer camp this year.

Transfer Station – Kurt Dankelman

Kurt Dankelman, Recycling Coordinator, has requested a 2% raise in his salary to operate the Transfer Station. If the decision is made to close the kennel, it affects the water supply to the transfer station trailer. The suggestion has been made to purchase a shed that is large enough to house a toilet, sink, heater, hot water tank and a counter for servicing the people. The shed would have to be insulated, sheet rocked and has to have a heavier door framed in to allow for the traffic. Lighting would also have to be installed. Supervisor Coutant feels 12' x 20' is an adequate size to accommodate his needs. Supervisor Coutant feels there is not a need to pour a concrete slab. He believes if the ground is level the Highway Superintendent can lift it up high enough to insulate the bottom and cover with plastic. However, Councilperson Wayne Freer feels the cement slab is a better choice. It is not going to shift or settle and the shed can be bolted down. Councilperson Freer also said we need to make sure the snow load is adequate. The placement and layout of the heater and an on-demand water tank was discussed. The shed will take 4 – 6 weeks to be delivered. Kurt Dankelman looked at two companies, Bayhorse and Brads Barns, and he reported a unit 12 x 24', 7'4" walls on outside and includes 2 extra windows would cost \$5,850 with free delivery. This height will allow for a standard house door to be installed to allow for the higher volume of traffic. A wall may need to be added for a storage closet in the utility area. Further research will be done and costs will be calculated. This should be done prior to the onset of cold weather and funded from this year's budget.

Supervisor Coutant told Kurt he had to find someone to buy the tires that are at the Transfer Station that have been there for years. Kurt said no one buys tires, it's a dead issue. He also reported no one takes the electronics any longer. Kurt also said you are not allowed to charge for electronics. We take it in and have no way of getting rid of them.

Bookkeeper Debbie Kain confirmed the Town will still be absorbing the cost of the phone and electric even with the 2% increase requested; Supervisor Coutant said yes.

2015 UCRRA budget was given to Kurt Dankelman for review.

At the Transfer Station there is a Garage that is utilized by the Highway Superintendent, Mike Cafaldo. The garage door is beyond repair and needs to be replaced. Rich Terpening will be asked to look for a used door to replace that.

Preliminary Budget will be compiled excluding the requests for salary increases from the Assessor's office and Buildings & Grounds; and will show overall salary increases of 1%, 2% & 3% for all employees.

Debbie Kain will contact Mini from Marshall and Sterling to schedule a meeting to discuss the changes in insurance requirements at 7pm on October 6, 2014.

Preliminary Budget Meeting ended at 8 pm and the workshop meeting proceeded.

Respectively submitted,

Holly A. Netter
Town Clerk