

TOWN BOARD BUDGET WORKSHOP MEETING

September 5, 2019

A Town Board 2020 Budget Workshop Meeting was held on Thursday, September 5, 2019 in the Town Hall 284 Broadway Ulster Park, New York at 9:00 AM with the following people in attendance:

**Supervisor Shannon Harris
Councilperson Gloria Van Vliet
Councilperson Kathie Quick
Councilperson Jared Geuss
Councilperson Chris Farrell**

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

Supervisor Harris called the meeting to order at 9:00 AM.

Preliminary 2020 Budget requests were reviewed (meeting 1)

Building Department – Sal Morello

Building Inspector Sal Morello said he may be retiring in January and would stay on Part Time, working a max of 17.5 hours and a new Building Inspector would be needed. Budget needs to reflect a new Building Inspector plus benefits for Sal's replacement in addition to a \$25,000 part time salary. Sal will also receive benefits as a retiree.

Increase to Equipment from \$1,200 to \$1,500 for a new computer and minor increases for other expenses.

Highway

5010 PERSONNEL-Superintendent salary requested to increase from \$41,727 to \$45,000.

5132 HIGHWAY GARAGE-A new copier is needed -\$1,500. Small increases in the equipment and buildings budgets were requested for repairs and paint for the roof.

5130 MACHINERY- 2 New trucks to be replaced and excavator \$77,124

5142 snow removal - \$5,000 increase to contractual- salt

5110 General Repairs – personnel increase 2% increase wages per union contract

Supervisor Harris said someone would be responsible for the GIS system and would receive specialist pay. The program can pull in data from the Ulster County parcel viewer, upload signage, building permits, violations and is scalable to a lot of different departments.

Supervisor Harris said that the Highway and Water Department each have to have a dedicated person and take on the GIS responsibilities. Karen should also have a master laptop and have full editing privileges. The tablet can take pictures of improvements and be uploaded.

Town Clerk

1410 – Requested an increase in salary for Erin McNierney, FT Deputy Clerk from \$16.50 - \$19 has over 8 years of service with town, part time Barb Jankowski PT Deputy \$15 - \$16.50 with 5 years of service. Noting over the past year new employees have been started at \$18 per hour and others started at \$15 and \$16. A list of 60 job duties that are required of the clerks was distributed to the Board. Employees are very discouraged and feel they are not appreciated for their loyalty and longevity. In addition, over the course of the next two years the Tax office will be combined with the Town Clerks office and Deputies will need to learn the duties of that office in addition to their current duties. Both Councilpersons Kathie Quick and Gloria Van Vliet supported the increase and recognized the need to multitask the many facets of the position.

1010 TOWN BOARD

\$5,000 for Board Doc software, Ipads for the Board members and Town clerk and training: should decrease use of paper and ink (removed from Supervisor's Budget)

\$40,000 Master Plan moved to zoning for update

Add \$10,000 revenue for Grant

Sewer/Water 8110/8310

Peter Koelli will be retiring as of February 2020. Don Kiernan said as of now he is already down 1 man and as of November 1st Peter will be taking his vacation and will not return for the rest of the year. Don is requesting a new employee to be hired the 1st of the year so he has time to train the individual. This past April Don requested an extra man for the department because 25 % of the time, 1.5 days a week he is missing a man. The budget included the 2% increase in salaries for the union members and Peter's buyout at the end of his term. Peter's buyout will be split between the sewer budget and water budget.

New meter status -There are 150 new meters that have to be installed to complete the project. There may be a need to implement a fee for those individuals who are refusing to have the meters installed. The Board will need to take action to implement the fee for having the meter manually read.

Water tank – interest for the bonding is estimated @ 3%. The Board had a discussion of how they were going to structure the payment from the residents in the Water District. They can raise the tax rate, raise the water rate or a combination of both options. No decision was made. Examples of each scenario will be run and provided for the next meeting.

Labor cost increased for stipend for the GIS system. The individual will be responsible for updating maps, data, images and getting reports. Don suggested Tim or Mike to handle this task. Supervisor Harris said the Foreman should be the individual who is completing the task. If they can't perform they cannot get the stipend.

1110 Justice Court Peter Matera and Kyle Barnett

Adjustment to the \$150,000 revenues needs to be made to bring it down to last year's figure of \$90,000: as of August only \$49,007 has been collected.

Kyle Barnett presented the budget request and said the Judicial compensation has fallen far behind other Towns. He provided a list of Lloyd \$31,000, New Paltz \$29,400, Ulster \$42,500, Wawarsing \$29,300 Marlborough \$27,000 and Esopus \$23,000. He suggested offering a benefit package to make it attractive and keep qualified judges. The compensation needs to be increased, court is getting more complicated. Kyle Barnett is interested in receiving health benefits where Peter Matera would rather have a higher salary. They recommended having flexibility in the salary. Currently new employees are required to pay 15% of the health benefits. A chart showing the cost of health benefits for the different plans at 20%, 30%, 40% and 50% contribution was shared with the Board. No decisions were made.

1620 Building

Labor is up- Prior employee made less money per hour

The new security equipment will require additional modems from spectrum.

Liberty Securities -no monthly charge just payment for cameras and \$65/modem
Status on getting the surveillance fully functioning: they are waiting on spectrum to install the equipment at the Transfer Station. They also have to meet with Lenny to show him where we need to dig the ditch.

Cameras have been installed at the Town Hall but Liberty has not been able to get Nick from MCS to configure the network and do the port forwarding so the tapes can be viewed by designated personnel.

Cameras at Sleightsburgh Park are waiting for Central Hudson.

Park cameras are not up and running

Supervisor

Printer increase \$500 - \$1,000
Toner increase \$4,000 - \$6,000
Google software \$150 to \$3,708
LWRP Grant match \$12,500 moved to Waterfront budget
Zoning update \$8,000 moved to Zoning
Qpick cash match grant \$8,000 move to storm water
Economic Dev decreased to \$2,000 line for target marketing of Business development controlled by Jared and Shannon not EDC
Clear Gov \$5,000 decrease to \$2,800
Server & Services decreased from \$15,125 to \$5,000
CDBG Survey/NY Tenant \$10,000
Remove Connelly pavilion \$3,500 (possible donation)
Move Board Management Software \$5,000 to Town Board
ESTUARY cash match grant \$12,250
Tax bill news letter \$3,000
Driveway water damage \$5,000 move to drainage

**A review of concerns of the current IT services being provided prompted a discussion and a decision to refresh the scope of work and go back out to bid in the months to come was made.

Building & Grounds

Dan said his reserves for the black top at Freer Park and equipment was cut in half last year. He asked the Board not to cut it any further because each year the cost to purchase the materials is increasing and will already take additional years to have enough to complete the projects.

7140 Recreation

Increase in personnel due to minimum wage being increased for the counselors. Additional hours added for Sexual Harassment training and certification.

3311 Town Signage

Increase from \$500 - \$2,000

7143 Water Chestnut

Increase contractual \$5,774 to \$6,000

A MOTION WAS MADE BY COUNCILPERSON GLORIA VAN VLIET TO SET THE NEXT BUDGET MEETING DATE FOR SEPTEMBER 12, 5 PM TO CONTINUE TO WORK ON THE 2020 BUDGET. THE MOTION WAS SECONDED BY COUNCILPERSON CHRIS FARRELL. ALL MEMBERS PRESENT WERE IN FAVOR. MOTION CARRIED.

A MOTION WAS MADE BY SUPERVISOR HARRIS TO TAKE A SHORT RECESS AT 1:30 PM. THE MOTION WAS SECONDED BY COUNCILPERSON GLORIA VAN VLIET. ALL MEMBERS PRESENT WERE IN FAVOR. MOTION CARRIED.

A MOTION TO RECONVENE THE MEETING WAS MADE BY COUNCILPERSON KATHIE QUICK AT 1:38 PM AND WAS SECONDED BY SUPERVISOR SHANNON HARRIS. ALL MEMBERS PRESENT WERE IN FAVOR. MOTION CARRIED.

***Councilperson Farrell did not reconvene due to having a prior appointment.**

EDC – Howie Slotnik

Howie was asked the mission of the EBA. He said it was a network group created to promote business in the Town of Esopus and support one another. Supervisor Harris asked if the EBA could do any outreach. He was asked to see if the group would provide help with the outreach. Councilperson Van Vliet said isn't the EBA more like a mixer or social event not actually setting and accomplishing tasks. Howie said over the years members argued on how things should be done and it has become more social where people can just come to enjoy and keep business out of it. Guest speakers are invited to attend the meetings. The Board hoped the members would help with business development by distributing information in their businesses about the Town.

A MOTION WAS MADE BY COUNCILPERSON KATHIE QUICK TO ADJOURN THE MEETING AT 2:55 PM. THE MOTION WAS SECONDED BY COUNCILPERSON JARED GEUSS. ALL MEMBERS PRESENT WERE IN FAVOR. MOTION CARRIED.

Next budget meeting will be held on 9/12/19 5:00 pm to review changes to the budget.

Respectively Submitted,

Holly A. Netter
Town Clerk, RMC