

SENECA FALLS TOWN BOARD SPECIAL MEETING & BUDGET WORKSHOP OCTOBER 1, 2009

The Seneca Falls Town Board held a Special Meeting and Budget Workshop on Thursday, October 1, 2009 in the Town Hall Meeting Room, 81 W. Bayard Street.

Present were Supervisor Peter Same; Councilpersons Timothy Snyder, Stephen Dougherty, Lucille Cook and Duane Moore. Also present was Beverly Warfel, Account Clerk.

Supervisor Same called the Special Meeting to order at 6:00 P.M. A roll call was taken of Board Members and all were present.

Town Justice – Attendance at Conference: Mr. Same stated the Judge is requesting approval to attend the NYS Association of Magistrates and Court Clerks Conference on October 4-7, 2009 in Albany; the cost is not to exceed \$1,000.00.

A motion was made authorizing the Town Justice to attend the NYS Association of Magistrates and Court Clerks Conference on October 4-7, 2009 at a cost not to exceed \$1,000.00 by Lucille Cook and seconded by Duane Moore. No questions. Motion carried 5 ayes, 0 nays.

2010 Tentative Budget: Mr. Same stated the 2010 Tentative Budget contains almost every request that was made by Department Heads. He noted the tax rates remain the same. To keep the tax rate at zero, \$738,000 from the unexpended fund balance has to be used to balance the Budget – that money comes from the Landfill revenues. In 2011, the Board won't have that kind of money to do that without imposing a Town tax. Discussion followed relative to the tax stabilization and capital reserve funds.

The Board reviewed Mr. Same's Memo of September 30<sup>th</sup> outlining the changes in the Budget.

Joint Assessment: Mrs. Loncosky stated she doesn't have any revenue coming in for the STAR Aid because it's dwindled to almost nothing. They didn't do a reval this year, so they won't be projecting any income from the State; they will be doing a reval in 2011, so they will be getting money from the State in 2012. She said when the CAP Program first started, it was 65% Seneca Falls and 35% Fayette; Fayette is growing, so they are up to 38.2% and Seneca Falls is at 61.8%.

Mrs. Loncosky reviewed Expenditures. Postage (JA1955.41) was reduced by \$2,000.00, which will go back into her Fund Balance. She raised the Annual Licensing Fee for ORPS (JA1955.483) because they said it would increase by 25%. All other line items remain the same. State Retirement was increased by \$500.00 and Social Security went up \$100.00. Mrs. Loncosky stated she looked through the Budget for this year, and she will have a Fund Balance of \$15,000.00 at the end of this year.

Mr. Same asked Mrs. Loncosky when she will be going to the Fayette Town Board. Mrs. Loncosky replied she sent Mr. Barto her Budget information sheet; he would like to meet with Mr. Same. This year, the Town contributed \$96,099.00 and Fayette contributed \$57,224.00; the proposed is less. Mrs. Loncosky indicated she would be glad to meet with Mr. Same and Mr. Barto.

Tax Collector: Ms. Sauvageau stated she increased postage (A1330.41) by \$400.00 to \$4,100.00. Office/Computer Supplies (A1330.4) was lowered by \$50.00, and Education (A1330.42) was increased to \$1,700.00. Ms. Sauvageau stated last year, the Board approved the Deputy's salary at \$10.00 an hour; if the hours ran over, it would be taken out of some other line which it did – they took it out of Education.

Mr. Same stated salary increases are addressed by the Board at one time when they look at the total; her request is not in the Budget. He added Ms. Sauvageau is making a specific request for an increase in her salary by \$2,800.00. Ms. Sauvageau stated she came up with that number based on the per tax bill concept. Mrs. Cook stated the Board would review this when it does the regular Budget – she thinks the Board needs to look at the whole picture on what is going to be spent and what it does for other people.

Mr. Same stated there is a request for an additional \$378.00 to cover the extra hours the Deputy will be working. Mr. Snyder asked what the total hours were that her Deputy worked; Mrs. Warfel replied 222 ½ hours. Mrs. Sauvageau said she would have worked more, but she was having health problems. She estimated that she needs 225 hours. Based on the adjustment that was made last year, Mr. Same recommended that the \$378.00 be put in that line item – it's budgeting enough dollars to cover her hours at \$10.00 an hour. After brief discussion, Line Item A1330.11, Clerk to Collector, will be increased to \$2,600.00 – 260 hours at \$10.00 an hour.

Ms. Sauvageau asked if the Board read her letter. Mr. Dougherty asked her to find out what other Tax Collectors were paid. She figured it out for Fayette who pays more per parcel, and tried to figure it out for Seneca Falls School District, but there is no way to find out what they actually spend for tax collection. She said Waterloo pays worse than the Town. Ms. Sauvageau said her approach was so much per tax bill – that was one way of looking at it. The other thing was she kept track of her hours – there were a lot of hours. She also took into consideration the amount of revenue that was generated which almost paid for her salary.

Mr. Dougherty asked how many parcels are in the Town; Ms. Sauvageau replied about 4,000 parcels – she is requesting \$2.00 a parcel.

After further discussion, Mr. Same stated the Board is not addressing salary increases tonight; they are going through the line items and listening to what everybody has to say. He added salaries will be discussed at some point in the future. He thanked Ms. Sauvageau for doing a good job.

Highway: Mr. Wood stated under Administration (A5010), he would like his salary brought up to the rest of the elected positions; if not there, then the Board might consider increasing the line item for waterline administration. He put in for a new computer at \$500.00, and all the Contractual line items remain the same.

Under Garage (A5132), Contractual expenses remain the same except for Buildings and Grounds (A5132.44) – it was increased from \$3,500.00 to \$6,000.00; he would like to purchase a small portable lift for the extra \$2,500.00.

Water Improvements: Mr. Same stated Mr. Wood asked for additional money for Administrator and a \$5,000.00 increase for Laborers. Mr. Wood said he didn't ask for any additional money for Laborers. After brief discussion, the additional \$5,000.00 for Laborers was taken out of the Budget.

The line item for Pipe (A8310.41) was decreased to \$40,000.00. Hydrants and Valves (A8310.43) went from \$56,000.00 down to \$1,000.00. Mr. Wood stated when he orders hydrants and valves, he orders them for two years; it saves a lot of work and they can put them all together. The only thing that has to be bought this year is the pipe. Town Engineer fees was decreased to \$5,000.00. Mr. Wood said Curbstops (A8310.49) was increased to \$20,000.00 because there are a lot of homes to hook up on County House Road. Miscellaneous was decreased to \$10,000.00.

Mr. Same stated the year following this coming year – Mr. Wood will be going down Bauer Road or Kingdom Road. Mr. Wood replied they will be going down Bauer Road – there will be quite a bit of work on that road which they will be starting this winter. Brief discussion followed. Mr. Wood noted that they have put in over 100,000 feet of waterlines so far.

Under Machinery (DA5130), Mr. Wood stated he has quotes for a new roadside mower. They have been having problems with the roadside mower they have now; \$10,000.00 is in that line item for the side mower. He may be able to sell the old side mower and get something out of it. Bobcat attachments were increased to \$12,000.00, and there is \$21,000.00 in the Budget for a pickup truck. The old truck will be auctioned off, and will probably bring in \$11,000-\$13,000. Discussion followed relative to the Highway Capital Reserve Fund.

Vehicle Maintenance (DA5130.481) was decreased by \$1,000.00 and Maintenance Program (DA5130.482) was decreased by \$1,500.00 – they have been reduced because the new trucks don't have to have as much mechanical work done on them. Salt (DA5142.4), Brine (DA5142.41) and Plow Parts (DA5142.47) also have been reduced because of the new trucks. Discussion followed relative to the trucks and the replacement schedule.

Mrs. Cook asked about the line item for Brine (DA5142.41). Mr. Wood explained that this is a pre-wetting of the roads before a snowstorm – it's a liquid salt that is a spray application and it delays the snow from accumulating. He thought if he had a tank he could put the brine down instead of using salt since salt is getting so expensive. He noted the \$10,000.00 in that line item is for a used flatbed truck, tank and the applicator and a holding tank. Mr. Same asked if he could get this brine for nothing; Mr. Wood replied he is hoping – the only thing they may charge for is the delivery fee. Mr. Same asked if he was going to do this process next year; Mr. Wood replied yes. After brief discussion, the Line Item for Brine (which is for equipment) will be placed under Snow Removal, Equipment.

Mr. Wood stated he has \$5,000.00 in the Budget for a Trailer (DA5130.23). Tools & Supplies (DA5130.4) was increased to \$3,000.00; he would like to purchase a new slope razor.

Under Transportation, Contractual Expenses (DB5110), Road Signs (DB5110.43) was increased to \$800.00 because the State is requiring more highly reflective signs – they have to be changed out by 2012. Miscellaneous Road Supplies (DB5110.4) was increased to \$13,000.00. Asphalt (DB5110.41) went down from \$85,500.00 to \$50,000.00. The remainder of Contractual Expenses remain basically the same.

Mr. Same stated - if he asked Mr. Wood to reduce his Budget by \$20,000.00, how much can he reduce it without affecting his services. Mr. Wood said \$10,000.00 can be taken out of the Water Improvements line item for Pipe (A8310.41); the amount of this line item would be \$30,000.00. \$5,000.00 can be taken out of Miscellaneous (A8310.493); the amount of this line item would be \$5,000.00. Mrs. Cook suggested putting \$25,000.00 into Capital Reserve (DA5130.24R) instead of \$30,000.00. Mr. Wood agreed with the decrease.

Town Justice: Judge Mahoney indicated that she had some applications and received two more applications today for the second Court Clerk position. She will be putting the ad back in the paper again.

Under Contractual Expenses, Mr. Same referred to the Line Item for Court Deputy (A1110.42); the Judge is asking for a full time Court Security person. He stated \$10,000.00 was budgeted this year for Security, and the Line item has increased to \$35,000.00. Judge Mahoney referred to the Security Assessment that was done, and read from Page 12 – “Ensure law enforcement personnel are present during all Court sessions”. She cannot ensure that – she has to get them whenever she can get them. Discussion followed relative to the security of the building and office hours of the various Town Offices in the building. Mr. Same stated the doors should be locked until 9:00 A.M.; Employees can come in 7:00 A.M. or 8:00 A.M. and work, but the door should not be opened until 9:00 A.M.

Judge Mahoney proceeded to read excerpts from the Security Assessment. She said these were some of the things they were requesting or suggesting. She named some of the things she came up with, such as the full time Security person and what this person can be doing.

Mr. Same stated he thinks this is a request that is not falling on deaf ears. He doesn't know of any Court in our area that has a full time officer other than County Court. He added Court security is important, and he believes it's needed on days the Judge has Court. He thinks the rules need to be tightened up here to make sure that we can keep the building as secure as we possibly can. Brief discussion followed.

Under Contractual Expenses, Supplies (A1110.4) was increased by \$500.00. The Judge increased Education (A1110.45) by \$1,000.00. The Judge stated under Maintenance (A1110.46), she increased that line item to \$3,000.00. She explained that a contract for support of just the Court computers will cost \$2,467.00. Judge Mahoney indicated that all other line items remain the same as this year.

Judge Mahoney stated under Contractual Expenses for Drug Court, she put \$2,000.00 under Miscellaneous (A1111.4) for two Mentors (\$1,000.00) each. She explained that since 2001, they have had Mentors who give of their own time. They are here every week for 2-3 hours and they don't get anything. She didn't know if the Town was allowed to give them anything. Mr. Same said when the Drug Court was established, were Mentors part of the team. Judge Mahoney replied no – it was not mandated; it was something they came up with because of the importance of it. Mr. Same asked if there were other Drug Courts that have Mentors; the Judge replied she knows that some go to the County Court, but she doesn't know if they sit in on the team Meeting. Mr. Same asked what the County covers for Drug Court; the Judge replied they pay the Drug Court Clerk's salary - \$6,500.00. After brief discussion, Mr. Same stated the \$2,000.00 for Mentors would stay in the Budget, but the Judge should understand that it's not necessarily going to be compensation pay. He added the Judge needed to find out more about it. Judge Mahoney said she would call the State.

Mrs. Cook stated the Judge has \$5,000.00 in the Line Item for Equipment (A1110.2) – can that be reduced. Judge Mahoney replied it can be reduced to \$2,500.00.

Mr. Same stated he can't justify a full time Court person. He added every effort should be made to have security here when she has Court; she should broaden the list of people that she can draw from – it doesn't have to be just Seneca Falls Police Department. Mr. Dougherty said he does not agree with full time. He would be in favor of increasing security expenses, but he doesn't think full time is possible. Mrs. Cook stated this full time position, with benefits, would bring the Budget up – not \$25,000.00, but \$38,000.00 and that doesn't cover NYS Retirement. Discussion followed relative to the cost of hiring a full time Court person.

Mrs. Cook asked if the Judge could figure out when she would need someone the most on Court days and come up with the hours, and find someone that would work those hours which would be part time with no benefits. Judge Mahoney asked if Mrs. Cook is thinking this person should do just Court – not the building. Mr. Same replied yes, we are not putting security in this building – we can't. He added what makes this building any less secure than the County Office Building with all the Employees in it. Mr. Snyder said he is all about security – maybe it's because of his position. Mrs. Cook said she is too – maybe this is something that should be discussed after the Budget is completed when the Board will know exactly what is going to be spent because the numbers don't look all that great right now. She added everybody that works in this building are adults; if they can't lock the door and open it at 9:00 A.M. – we have problems. Mr. Moore agreed with Mrs. Cook.

Mr. Same suggested advertising for a part time security officer for the Court – 500 hours @ \$20.00 an hour. Mr. Moore said any way security can be improved within limits is a plus. Mr. Dougherty asked what it would take to get the Sheriff's Department to change their opinion about providing Court security – can Mr. Same bring this up to the Board of Supervisors. Judge Mahoney said the Sheriff does not have the personnel, and there is a gun situation. Mr. Same said he would ask the Sheriff what his feelings are about having off duty Officers working part time in the Court. The Clerk asked if she could get someone from another Police Department, such as Waterloo or Geneva. The Judge replied she didn't know about Geneva, but Waterloo doesn't have the manpower; she hasn't asked Auburn. Further discussion followed.

Judge Mahoney said she had permission to have Ronnie Travers look at a job description for Court Clerk I; the job description is done and has to go to Mrs. Travers.

The Board reviewed line items for Town Board (A1010). Line Item for Telephone (A1010.44) went down from \$23,500.00 to \$15,000.00. Website & Email Hosting (A1010.443) was decreased to \$2,500.00. Mr. Dougherty said the Line Item for Cell Phone Councilpersons (A1010.444) should read Cell Phone/Internet because he feels the Internet is indispensable as a way to communicate with Residents. Councilpersons could submit a cell phone or internet bill; maximum paid is \$50.00; \$2,400.00 is in this Line Item. Miscellaneous (A1010.49) was decreased to \$2,500.00, and Grant Application (A1010.492) was increased to \$32,000.00. The remainder of the line items are basically the same.

The Supervisor's Budget was reviewed. Fees for Financial Advisor (A1220.44) went from \$11,000.00 to \$7,500.00. Miscellaneous (A1220.49) was increased to \$200.00. All other line items remain the same.

The Town Clerk's Budget was reviewed. Postage (A1410.41) was increased by \$100.00, and Dues and Fees (A1410.48) increased by \$25.00. Most of the other line items remain about the same.

The Law Line Items (A1420) remain the same. Engineer Contractual (A1440.4) was decreased to \$40,000.00, and Line Item for IESI/SML (A1440.41) decreased to \$1,000.00. Water Study (A1440.411) went to zero, as well as Contractual GIS Grant (A1440.414). Under Records Management, Records Management Officer Personal (A1460.1) went to zero.

The Board reviewed line items for Buildings. Relocate Offices (A1620.493) was decreased to \$2,500.00, and Electricity (A1620.43) decreased to \$3,000.00. Buildings & Grounds (A1620.492) was decreased to \$2,000.00. The Contingent Account (A1990.4) was lowered to \$125,000.00.

Economic Development (A6989.4) remains at \$75,000.00.

Under Special Recreation, Vince's Park (A7180.42) went to zero, and the cost to run the Boaters Facility (A7180.44) was decreased to \$30,000.00.

Mr. Same stated in the 2009 Budget, the Board budgeted \$750,000.00 to go into the Tax Stabilization Reserve, and so far, nothing has been put into the Reserve because the cash flow has not been there to do it. He suggested, based on the advice of the Financial Advisor, instead of putting \$750,000.00 into the Tax Stabilization Reserve, put \$500,000.00 into Capital Reserve for our new building. Discussion followed relative to the Reserve Funds set aside for different purposes.

The following adjustments were made:

Seneca Falls Library (A7410.4) – \$40,000.00

Miscellaneous (A7550.43) - \$5,000.00

Ludovico Trail (A8989.44) - \$6,000.00

Women's Hall of Fame (A8989.45) - \$15,000.00

Seneca Museum (A8989.47) - \$10,000.00

Transfer to Highway Townwide DA (A9901.9) – lower \$5,000.00

Brief discussion followed relative to the Recreation Budget and Vince's Park Budget which has not been reviewed with Mr. Spina.

Mr. Same stated going into next year, there will be \$1.3 million in the Capital Reserve Fund. He suggested that \$600,000.00 be put into the same Capital Reserve Fund next year; at the end of 2010, there will be \$2 million in the Fund for a new building. Discussion followed relative to the Tax Stabilization Reserve.

Being there was no further business, a motion was made to adjourn the Meeting by Stephen Dougherty and seconded by Tim Snyder. No questions. Motion carried 5 ayes, 0 nays.

Meeting adjourned at 9:10 P.M.

Respectfully submitted,

NICALETTA J. GREER  
Town Clerk

