

VESTAL TOWN BOARD WORK SESSION MINUTES (budget review)

MONDAY, OCTOBER 3, 2016

Board Attendance: Supervisor Schaffer; Board Members Majewski, Agneshwar, Messina and Fitzgerald

Also Attending: Town Comptroller Laura McKane, Deputy Town Comptroller Nick Angeline, and 1st Deputy Town Clerk Kathie Young.

Supervisor Schaffer convened the Work Session at 6:00 PM.

Continuing Review of the 2017 Town Budget

Supervisor Schaffer stated that this meeting is for the 2017 Budget only. We will only be here for two hours. If the Board has any specifics they would like to present they are welcome to let him know.

We will start with general funds appropriations.

Laura McKane handed out additional information.

The increase for Wages - 1010 has 2 percent built in for wages.

Comptroller Laura McKane identified a number of topics that the Board still needed to address as part of the process of finalizing the 2017 Town Budget. The topics, and the corresponding discussion, are as follows:

Councilman Majewski and Supervisor Schaffer have been critiquing Department heads. Some will get a raise and some will get none. Raises for Elected Officials is set at 2 percent. The board will address wages on October 17th or the 24th.

Supervisor Schaffer – Why do we pay the magistrate fee for the judges? Laura – because we pay for most department professional memberships.

The Deputy Comptroller is sitting for his CPA this year so there is an increase in Education and Travel for the Comptroller's office.

Books and Dues: The Comptroller's CPA license is up for renewal this year.

A Request for Proposal (RFP) will be requested for auditors.

Tax Collection – Minimum wage is going up. The Tax collector may be printing her own bills this year which will cut down costs.

Elections – Plan on big increases to election costs in the next few years.

Records Management – There is a big step increase regarding the CSEA contract.

Supervisor Schaffer – Do we get new bids for the maintenance of our heating and cooling?

Laura McKane – The current provider is familiar with the mix match of equipment we have. It has been looked into by the Town Engineer. Supervisor Schaffer will discuss this with the Town Engineer.

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Software Maintenance will generally go up 5% per year. Vendors raise their rates. They can - so they do.

Flood Insurance may need to be increased.

We still pay tax bills on the buy-out properties because they are in the water and sewer districts. We will have to look into this in the future.

Our retirement bill will be more than budgeted and it will come from Contingency.

Police Department has filled all the vacancies. Part time labor has been reduced. Overtime – in 2014 and 2015 there were errors in posting a line. The figure should be \$150,000. We will go back to 2002 to figure overtime hours for comparison.

Vehicle Maintenance is set at \$40,000 – The Board would like to reduce this if possible.

Councilman Majewski – regarding line 4041 – Police Academy – Do we have anything in this line if someone else is hired. May be we should budget for the police academy so if someone retires in the spring we can send someone to the academy in March to be ready for employment as a cross over. If not, we will use contingency. Board consensus - money will be added to the salary line to prepare for this. Half a year salary will be put in case of a new hire.

4180 Uniforms – increase is due to more vests.

All fuel lines will be revisited. The board needs to advise how they want to predict gas pricing.

Mirabito prices have been favorable for the Fire Department. We still need to decide if we want to go there or to WEX cards.

Laura McKane will look at lowering Traffic Control - Signs A3310 4200 to \$7800.

Supervisor Schaffer will check on a savings for *shared services* for dog control.

Code Enforcement - Vehicle maintenance will be left for now. Cell phone costs will be looked into.

Publicity - A6410 4060 – We will find out the cost for Chamber of Commerce dues this year.

Senior Citizens Program A6772 4232 – *Rep. & Rep.* = Repair and Replace

Senior Citizens Program 4030 – What is Education and Travel being used for? Councilwoman Fitzgerald will ask for the reason for the \$200 increase.

Parks - Parks Superintendent Jim Bukowski would like 2 new people – one is a replacement of a retiree and one is a position that was not filled several years ago. Perhaps we can get by with one.

Supervisor Schaffer – They are having a hard time getting things completed.

Laura McKane – There is a request to upgrade a technician to a foreman. He needs another foreman.

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Councilwoman Agneshwar doesn't want to create another position.

Supervisor Schaffer – Jim can handle four men.

Councilwoman Fitzgerald asked if we should take our mechanic and put them on a mower? If Jim is using his mechanic for mowing – then that mechanic is not doing the job he was hired to do.

Supervisor Schaffer – Parks does a lot of work around the town. He called Jim because a tree fell on the rail trail. He came in on a Sunday and removed it himself.

Jim will be brought in to speak to the board on the October 17th.

Asset Inventory 2100 – He would like to purchase a small mower/tiller (the detail on budget is incorrect).

Councilwoman Fitzgerald - A church would like to purchase grills for the Parks. She will speak with Jim.

Misc. Site - 3002 – We need more information \$12000.

Building and Grounds - 4080 will be reviewed

Small Tool - 4012 can be cut in half to \$1500

Education and Travel - 4030 line — Jim would like pesticide control certification. Councilwoman Agneshwar - We should do shared services with the School. They have a certified technician.

Operating – 4060 increase is due to additional bathrooms at Arnold. Supervisor Schaffer will discuss this with the board but not this evening.

Supervisor Schaffer – Field maintenance has been shorted for a long while. Our fields are in huge need of repair. We need dirt at each field: Arnold, Vestal Center, Moore and Leonard. The board agrees that our fields are in terrible shape.

Councilwoman Agneshwar – Shouldn't the fields be the Towns responsibility? That is part of what you pay taxes for.

Swimming Pool Budget and Recreation Budget:

Vestal Festival - 4375 - \$5,000 was added for a family day on the Rail Trail. 10 am to 3 pm - 3 toilets one hand washing station, police officers, etc. – We cannot pay overtime for police officers – perhaps fire police can do it. This will be discussed further.

Supervisor Schaffer – We think that we found the leak at the swimming pool.

Museum – Looking to open year around – their budget is down \$1,000.

Historian – Office and Operations – She is looking to purchase a filing cabinet.

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Councilman Majewski - Cell phones – can't we get one price for all these phones? The prices are all over the board. Comptroller McKane – Dan Williams can come in and speak to the Board. Supervisor Schaffer will talk to him tomorrow. Some are grandfathered on old plans. Police costs are going down. Comptroller will provide the break down.

Laura McKane – Our workers comp experience is doing well and should remain the same.

Health Insurance A9901 9002 — We are lowering that by \$26,550.

Highway fund will be increased by approximately \$13,000.

IT will be asked to come in on the October 17th.

Highway wants an additional mechanic. They will be asked to come in to discuss their needs. Supervisor Schafer stated that Highway is doing a great job.

Councilman Majewski will not be here on the 10th or the 12th of October.

The Budget Review Work Session on October 17th will start at 5:30 PM.

ADJOURNMENT

On a motion of Councilwoman Agneshwar, seconded by Councilwoman Messina, the **meeting was adjourned at 8:19 PM**. Carried unanimously.

Respectfully submitted,

Kathie S. Young
1st Deputy Town Clerk