

**COUNTY OF GREENE
TOWN OF NEW BALTIMORE
SPECIAL MEETING
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DRAFT

Supervisor called the Special Meeting to order at 6:10 pm. In attendance were: Councilwoman Finke, Councilmen Byas, Meredith and Norris, Highway Superintendent Jordan, Town Clerk Brooks, and 26 members of the public who signed the attendance sheet. The Pledge of Allegiance will be said at the opening of the Regular Meeting at 7:30 pm.

Supervisor O'Rorke thanked everyone for coming, department heads, Board members, members of the public and stated the purpose of the meeting is to review the Town revenues and expenditures six months into the 2010 Budget. The Board and Department Heads receive Revenues and Expenditures Statement each month; errors will be corrected first. Supervisor has added items forthcoming and vouchers being signed this night.

Personal Services (PS)

Assessor and Animal Control Officer did not get their raises for 2010.

Historian did not get paid in first quarterly payroll.

Building PS in error was charged to Highway Snow Removal.

Deputy Town Clerk PS is low due to illness of the clerk and added services in her office.

For Building/Code Enforcement PS, Councilman Norris asked Building Inspector Cashin how the sole position is working out with vacation coverage by Town of Coxsackie's building inspector; a portion of the eliminated position's salary remains in the line item.

Non-Personal Services

Justices Contractual includes the court security officer.

Supervisor Contractual includes the bookkeeper.

Records Management Contractual includes the court grant records project.

Councilman Norris suggested a postage machine/meter; Ellie Alfeld offered an anecdotal account of abuse of such a machine, and asked to clarify the salary reduction or position elimination for the building office. Supervisor said the postage meter has merit from the standpoint of time.

Town Clerk Brooks clarified that A1460.1 is Town records, A1460.4 is Court records grant (as a contractor).

Professional Services

No auditing service was needed.

Attorney Contractual will be charged for the Town's portion of recent appraisal services, and any lawsuit where the Town's Attorney could not be used, or services provided are over and above his retainer.

No Engineering services have been needed.

Centralized Services

Building A1620.4 includes heat, telephone, and electricity.

Printing A1670.4 includes Newsletter; the recent issue cost \$1,072.00. Any action by the Town Board requiring publication is also paid from this line.

Data Processing A1680.4 includes Intelligent Technology Solutions general work.

Insurance A1910.4 reflects property and casualty savings this year.

Education A1991.4 includes Justices' training in the fall and Clerk's school at Cornell University.

Public Safety A3010.4 includes Emergency Management Officer's cell phone; he contacts the Town Clerk to post a message on the Recorded Emergency Information line, 756-6600, and he can be reached in an emergency.

Police Contractual A3120.4 includes the sheriff satellite's phone. Councilman Norris is seeking alternatives. Ellie Alfeld offered that there is a State Telephone \$10/month charge that permits her access to all 518 area code numbers; Supervisor said there is a difference in offerings to residential and commercial settings.

A3310.4 includes replacement of stolen and vandalized signs; Stop Ahead signs were a state mandate and are part of the increased expense. Highway Superintendent Jordan felt that was about all the activity for the year.

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A4010.4 is paid at year's end to a mandated town health officer, currently Dr Steve Hassett.

Regarding A5132.4, Highway Superintendent Jordan would still like to insulate the ceiling. Supervisor said Central Hudson uses Honeywell for energy audits; they will come Friday to walk through Town Hall and Garage and suggest savings. Also included are: water, alarm, telephone, electricity, Dig Safely, and superintendent cell phone. Street Lighting A5182.4 will be corrected with Central Hudson, currently has a prepaid month.

Programs

Veterans' Services A6510.4 is at the Board's discretion, American Legion in the past has received from this fund. Special events in 2009 may have received funds from this line; Cornell Hook and Ladder took care of many expenses for those events.

A6989.4 included the Business Appreciation Breakfast; there is revenue expected to help offset the expense.

A7140.2 included mulch for playground equipment. Eagle Scout Rebusmen's project was charged to Parks Contractual A7140.4 (parks mowing contract) and must be moved to A7140.2.

\$56.00 in A7310.4 reflects 2009 Summer Recreation Program with a high number of registrants; receipts were presented for payment and were reimbursed in 2010.

Councilman Byas asked whether AgFest bills were in; Clerk answered Solid Waste, Greene County Septic, electricity, Bouncey-Bounce, insurance, but not all are included in this summary.

Food and Fun Luncheon program at New Baltimore Reformed Church was self-sustaining in 2010; the Town of New Baltimore will not contribute in 2010.

The prior Town Board increased Contingency A1990.4 to \$14,000.

Revenues

Payment in Lieu of Taxes A1080 is low by \$9; figures are being scrutinized.

Property Tax Penalties A1090 expects two more checks before the tax collector's books go to Greene County.

Franchise Fees A1170 is up, following a boundary line discovery by Councilman Norris and prior supervisor, David Louis, last year, and the number of cable users; question was posed when the contract will be due.

Clerk Fees A1255 is ahead from last year; building fees are charged to the building department. There are program differences between the BAS software used by the town clerk and the allocation of fees by the prior supervisor; adjustments will be made to BAS program to insure accuracy in the future.

Recycling Fees and Zoning Fees are level.

Planning Fees A2115 are low.

County Youth Program Grant A2389 was applied for in 2009 by Amy Decker, Summer Recreation Director, further paperwork is done at end of program.

Interest A2401 is low as a direct result of low interest rates.

Dog Licenses A2544 are level.

Building Permits A2555 are low, Holiday Inn Express has outstanding fees, historically July has become busier and is not reflected in these figures; Building, Planning and Zoning Clerk Loux said the month of June had nearly doubled the fees collected as of that date.

Other Permits A2590 are above halfway.

Justice Court Fines A2610 are under halfway.

Miscellaneous Income represents an unexpected \$1,000 gift from the Cornell Hook and Ladder Fire Company toward the E911 sign program.

State Aid A3001, \$12,000, does not arrive until fall of 2010; wait and see on the New York State budget as to what arrives in the Town.

Mortgage tax is up.

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Youth Programs is Summer Recreation Program assistance from the county, may be used for functions.

Highway Improvement and Repairs

Peckham and Callanan claims for payment presented this night are included in these figures.

Consolidated Highway Improvement Program (CHIPS), NYSDOT, has notified the Town that the amount will be the same as 2009, approximately \$112,000.

At this time, hand patching is nearly done, with Valley View, Swezey yet to do.

Machinery-Equipment is level, with the purchase of the loader.

Machinery-Contractual is being watched as the Highway fleet is aging.

Snow Removal Contractual is low, about 1/3 spent.

Debt Service Principal and Interest are done, paid.

Ellie Alfeld asked if anyone was watching the bond rates; answer is 2-2.5%.

CHIPS will come in higher than budgeted.

Councilman Norris asked Councilman Byas where his suggested annual expenditures of \$100,000 for improvements from the last meeting might come from.

Sewer

Administration Contractual is level.

SS8130.1 the year-to-date is \$12,148, which is close- attributed to pulling pumps, by two men.

Treatment/Disposal Contractual is also high, and repairs to the pump are still coming in.

There is another pump that is limping along.

Bond payment is level.

Repair Reserve is scheduled.

Available Fund Balances

If the Budget was completely level, the fund balances of the various funds would be: General Fund \$342,971 ;Highway \$28,002. The Supervisor reviewed that the current Budget calls for using \$101,000 (\$8,000 of which is the unexpired Court Grant) of the Fund Balance, reflected in the \$342,971. Supervisor is optimistic that the Town will not need to use the \$101,000, but the Town has begun to dip into the Fund Balance in order to balance the budget and not raise taxes.

Ellie Alfeld expressed concern with dipping into the Fund Balance, little by little, and suddenly it's not there, feeling that people would rather pay a couple dollars more on their tax bill than see the board dip into the Fund Balance. Supervisor clarified that if continued on the same road, in three years the Fund Balance would be depleted.

Future Concerns

Clerk was advised by a service technician that the Ricoh network printer/scanner/fax/photocopier's replacement should be planned; it is used by all but the Town Court. Also, the tax collector's fax machine, handed down from the prior tax collector, is not working. The Building Department's printer has a fax it does not need, but it does need a color printer for inspection photos. Would Technology Committee consider giving the tax collector the fax in the building office, and getting the building office another unit? Maybe the assessor's printer and the building office could be queued? Once the tax collector's computer is working well, she will print sewer bills on the Ricoh in the Town Hall.

Clerk's hours and deputy hours are stretching the limit; the main problem arose from an extended illness in March. Meetings are taking substantially longer than prior Board, to capture requires listening to multiple recordings. The clerk is statutorily required to take the minutes, however they are the minutes of the Board. Supervisor hopes to come to agreement. One way is to increase budget, what is the Board's wish; most clerks in Greene County take only statutory minutes. If only that she would have minutes in 48 hours. What is the value of history to the Board members? Just statutory minutes would

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eliminate the problem. Backup recording would still exist. Both Village and Town of Coxsackie, Town of Greenville write statutory minutes. Board can ask for more, must provide the resources with which to prepare them. Clerk is looking to close the office on Thursdays to perform task. Prior Board Work Meetings had no resolutions or department reports and were very brief.

There is interest in getting the downstairs offices done, \$46,000 in Reserve Fund for buildings and materials have been purchased already. Supervisor added, having been in Town Hall, that the meeting room is frequently used as space is so limited upstairs.

Highway

At previous meeting the possibility of a bond for the Highway roadwork needed was discussed. Councilman Byas had a plan to come up with \$100,000 each year. Councilman Norris said there are a lot of options. Councilman Byas said to pay as you go, and put the interest back into it, doing the worst roads first, if you're going to pay it off in 4 years, pay cash each year. Councilman Norris said with a bond the supplies could be gotten at once while they are cheap. Councilman Byas said to do it so you're not hit with a balloon road job, do it piecemeal, you don't want it all to do at once, and every time we do it we do \$400,000 at a time, and burying ourselves. Councilman Norris asked for explanation of "burying ourselves". Councilman Byas said by financing it. Councilman Norris said it has now been paid off, adding that under Councilman Byas proposal the Town will bury itself by letting roads go, and there are even county roads that need to be done and aren't being done. Councilman Byas said they've scratched them off. Councilman Norris said what was sad was not to go to the first step of authorizing the town supervisor to look for bonds, get some numbers and then vote, that option was taken away. Councilman Meredith said one road on the list, Haas Hill, was a dirt road; Highway Superintendent Jordan said there was only a part of that to be done so the road isn't lost. Supervisor felt that another special meeting may be necessary to further discuss this topic.

Supervisor said there is some highway equipment to replace for 2011, two trucks totaling about \$100,000. Regarding the Wastewater Treatment Plant, Chief Operator Polverelli and NYS Rural Water's Steve Grimm have been checking manholes, the bad news is there is some damage, the good news is that it is not severe, but the grit source has not been found; this will be continued in August. This conversation will continue.

Councilman Norris asked about the justice court fines revenue; Supervisor answered that fines are down a bit, not too bad.

Ellie asked the Board to get rid of the surplus highway equip that has been out to bid to sell multiple times.

Councilman Finke said she's just had the budget for 1.5 hours, no chance to review it.

With no more from the Town Board or the public, **Councilman Norris moved, seconded by Councilman Byas, to adjourn.**

BYAS-AYE	FINKE-AYE	MEREDITH-AYE
NORRIS-AYE	O'RORKE-AYE	

Motion Carried

Adjournment

The meeting was adjourned at 7:21 p.m.

Respectfully submitted,

Janet A. Brooks
Town Clerk