

**Village of Schuylerville
Budget Meeting 2 Transcript
January 25, 2021**

Present:

Mayor Carpenterr Dan Carpenter

Trustee LeBaron Baker

Trustee LeBaron Colvin

Trustee LeBaron LeBaron

Mayor Carpenter So I'm going to call the meeting to order I am present via zoom I am here at my home at 1:07 Green Schuylervil Dan Baker present by zoom 52 Green St. schuylerville New York is where I'm located at Whitney Colvin at 64 Pearl St. in Schuylerville Tim Le Baron 6 Liberty St. Schuylerville NY village Trustee LeBaron

Mayor Carpenter great we're joined tonight by Helene Patterson village clerk. Tonight we're going over the village budget 2021 to 2022 and the sewer budget for the same period of time so I'm gonna pull up my screen so we can have the budgets up

So here's where we kind of landed on with the numbers that I just presented I still need to do a little bit of work on it because I haven't gone back to the salary part on this

Trustee Baker I did

Mayor Carpenter you did?

Trustee Baker I did my question is there a medical is cabs down in the medical expense line, that's correct?

Mayor Carpenter yes

Trustee Baker OK then I've got numbers, I don't have the medical class but I just rolled over the same from last year on that. But I have that, I can share it with you if you want.

Mayor Carpenter so you have street maintenance and all those lines worked out?

Trustee Baker correct. Can I share my screen, quick?

Mayor Carpenter Yes, thank you

Trustee Baker let me know when you guys can see it.
(all say good)

Trustee Baker This is based on what was sent to us, I believe. I'm not sure if this was Helene or Cory
Village Clerk Patterson Cory, Cory did it

Trustee Baker Current wages, overtime rate. This was your 2021 budget I went through current rate +2%, you can see the math up here, I believe we discussed giving a 2% increase correct?
(All agree)

Trustee Baker overtime is 1 1/2 times that You can see the math on that 1.5x2% increase. Straight time, I took 2080 hours which is 40 hours a week 52 weeks a year. I then built-in 150 hours of overtime at time and a half per employee. Using Rob as an example 25.28 Times his 2080 hours, then I took is at 150 overtime hours, This gives me a total of 58,220.66 just for him as an example down here I also have one part-time person for 10 weeks 30 hours a week 30 hours at 15 so when you look at this total here 227431.30I then, based on your budget last year did the percentage break out by bucket. I applied those percentages and broke them out from the 227 for 31.30 these totals are now linked to the totals here. So if I look at building personnel so in street personnel one67 six 8165 nine 7788 did not have street personnel up-to-date that's why I had an annualized but as we scroll down there should be 18 six 5087 for snow 18 1615 based in my calculation so that's the math and calculation guys that we want to go

with is this here. I built in the one part timer because I think we potentially wanted to use that same person in the winter next year again

Mayor Carpenter in the summer and winter

Trustee LeBaron no, what I'm saying now is we didn't we sign have these winter hours last year in the budget

Mayor Carpenter so for the snow and ice, just so everybody's aware, the two people who are feeling those positions right now Travis and Zachary, those folks are taking hours that we've already budgeted for Nate and Cheryl so, those are not additional staff.

Trustee Baker but I'm saying do you want to go in assuming winter and summer next year, or just summer because the reason we have the two this winter is because we're down two.

Trustee LeBaron that's exactly where I was going with it

Trustee Baker So then I would keep it with a one just like we have here for the budget next year

Mayor Carpenter I'm sorry, that's what I thought Tim was saying originally, And I was surprise we were going for two, I'm good build one

Trustee Colvin we're just going with one for the summer help

Trustee LeBaron I'm good with it

Village clerk so Dan, I apologize so last year I wasn't quite sure, but I believe we budgeted for two part-time summer help at 30 hours a week, We didn't budget for the winter because of course we didn't know. So just following, this year you only wanna budget for one part time seasonal position or two?

Mayor Carpenter So to be clear, Dan, to Helene's point, we budgeted this fiscal year for two part-time people and up to 20 hours a week so that would be for the extra hours a week. We only hired one and we did our best to keep him under 30 hours a week or

Trustee Baker so I guess that's a question for the board I was going just based off looking at one dancing we are fully staffed

Mayor Carpenter I would bring the total up to 40 hours a week, we already budgeted this year for and we did OK

Trustee Baker so that's gonna be 400 right? And that opens your door I guess to two people at 20 hours a week

Mayor Carpenter right

Trustee Baker so, as you guys saw that updated our our totals for this, did you guys see that?

Trustee LeBaron I did I did see that

Trustee Baker that also, now, updated these rates

Mayor Carpenter no Dan, can I just ask, there was a budget line that Cory said we needed to fixed for next year, There was a personnel line.

Trustee Baker The when I noticed, I think it was water because what you're looking at is water personnel I've got that based on a salary calculated at 25 but we've had historically higher you had 8000...

Mayor Carpenter yeah, so if we brought this slower because we took out the water clerk. No the 8000 is just a DPW guys doing the work. The 22,000 is the contractual that we have with the water clerk which is why we split that up. So, Dan, I don't know that we keep that at 25,000. Cory seem to think 8000 with a good number. Roughly based on the work that we've done over the past few years. Once you take away the water clerk salary

Village clerk Patterson yeah, I do believe that historically the water clerk salary was in error, just because .1 is a person now but actually were contracting the services of the water clerk, That's why it's .4 now right it's not our personnel, Because we get reimbursed from water for that.

Trustee Baker Right that's what Cory had said, that captures your 25 638.07, so if we do that we probably want to reallocate this.

Mayor Carpenter yes

Trustee Baker so then that should've been 8000 last year. OK so let me redo this this might make it look a little bit prettier for you. So, we up that to 400 leave that alone back here change that to 8000 that's going to change the total it's not affecting that..There we go. That should update that

Mayor Carpenter and then that spread everything out across

Trustee Baker Evenly, correct. So like you can see, Again the cost isn't changing we're just changing the buckets were putting it into

Mayor Carpenter Right, the overall budget isn't changing to dance point we're just reallocating

Trustee LeBaron LeBaron and that's what Cory's been talking about, right?

Mayor Carpenter correct

Trustee Baker so, that's how I came up with my salary numbers guys. If you guys are good with this I will forward this to Dan and we can plug this in based on these dollar calculations in the spreadsheet

Trustee LeBaron LeBaron so, damn that's what the health insurance

Trustee Baker The health insurance? I do not have numbers on that. I'm assuming that Cory or Helene has numbers for that for next year and it's a percentage split between employee and employer, so, I think that's a pretty hard number to come up with.

Mayor Carpenter and we know the actual cost of health insurance through December 31, the question is how much will it cost from January until the end of the budget cycle that's the guess.

Village clerk Patterson can I pipe in? For just a moment? It was very interesting tear and I will keep up on it and ask be proactive April of last year was one for whatever reason and there was some thing if you could get an insurance got their bid in in a timely fashion they were able to lower and that's how our premium is actually at lower this year just buy a few dollars but still in January so I will ask Melissa how soon we could be privy to that information he Apr are you know or not but that's as soon as I could get anything for a December rate or if she has a inkling you know because of Covid they think the same thing will happen so we can find out I'll call her tomorrow and find out how soon she would know something like that

Trustee Baker great, that would be awesome, thank you! My guesstimate was the 78,000 that you guys went in with, Whit, Tim? As far as with the dollars are coming in for for benefits I'm not sure what the calculations are And to me it always varies by employee, right? So one guy doesn't get high care and the other guy doesn't get dental or sky gets medical but not vision you know, so Helene would be the best one to The numbers from him soon as she gets a confirmation.

Village clerk Patterson yeah, Do we yeah because we are not giving we're still not offering the part-timers he's already thinking if they go to a certain amount of hours they are still not going to be offered health insurance correct OK yeah

Trustee LeBaron LeBaron Dan, Let me just ask you though, if we bump that to 40 do we have to give them benefits

Mayor Carpenter No, because they're seasonal

Trustee LeBaron LeBaron but if they're 40?

Mayor Carpenter Helene would you just double check that with the county

Village clerk Patterson Absolutely

Trustee LeBaron LeBaron Just cause I'm not sure about

That. I'm just worried that go from 20 to 40 my bump them up to a full-time employee

Mayor Carpenter that's right, that's why we try to keep them under the 30 hours. So, will find out if part-time or seasonal employee keeps him under the category of being ineligible for health insurance.

Trustee Baker worst case scenario, Dan as we can always go back to two part-timers, 20 hours a week. So, will just keep it on that dollar amount. Hopefully we get to but if we only get one It's covered at least in your budget

Mayor Carpenter yup

Trustee LeBaron right

Trustee Baker I mean, I can go down and read off my line item so you guys can see what I came up with
Mayor Carpenter i'd be happy to see that

Trustee Baker yeah, cause your numbers are still in here Dan

I know this says year to date annualized, that just happens to be where I plugged in my numbers. I did have this a little bit lower, but talking to you Dan you said we can go up to 1.3

Mayor Carpenter that's the amount we can raise taxes to

Trustee Baker OK, so that's a 1.3 %increase or a little bit lower but I used 1.3%

Trustee LeBaron LeBaron is that even going to be included with the new homes that were built?

Trustee Baker I'm going off historical collection, so I think property values have gone up so I'd rather air on the side of caution as when it comes to revenues rather than make the assumption that here we should get 600,000 this year and then we come in at 550,000 and all the sudden we got a \$50,000 shortfall. Bike on expenses he'd rather air on the side of caution and expense more than you anticipate on the revenue side you maybe wanna budget a little lower on the revenue side.

Depends on what the assessors come up with the end of the year

Mayor Carpenter I like the pleasant surprises at the end of budget year

Trustee Baker yeah, so this was more conservative route, Tim we're gonna take off of last year's potential tax roll 1.3% increase which keeps us under the cap, and go from there.

The 9000 interest and penalties I've kept flat it seems about right historically but again don't want to hedge my bets on revenues to safe bet to know at least get 9000 I'm interest and penalties most likely and people not paying their taxes on time. Non-property tax distribution I took it to 220,000, The mayor had it at 210,000, that's based off of the last six months , annualized, considering the last six months have been of Covid, I feel we're probably going to stay at the same right or higher, so I thought going to 220 was a safe bet And it's still under what we've historically collected And or projected to get, so, Dan I went up 10,000 from you on that.

Mayor Carpenter I don't think it's too much you know what I mean I know that we are being conservative on that end and again as someone who is a student of economics in accounting, Dan I value your opinion

Trustee Baker well, I'm just showing you where the data came from and what I projected and to me hundred .7 coming in seven grand less than that and that's based on what you currently collected six months in with Covid this year was happening in July last year up to this last winter

Mayor Carpenter Helene, can I ask you a quick question?

Village clerk Patterson Sure

Mayor Carpenter that 113 number that Dan is at right now, for the year to date 2021, Does that number right there Include the payment you got today?

Village clerk Patterson no this is straight up six months, that was back in December I believe

Mayor Carpenter yes, but Cory updated the spreadsheet

Village clerk I just told her about it this afternoon, I just got it in

Trustee Baker what was the total?

Village clerk 24,000 and change

Trustee Baker so that puts you at an annualized 236, Even higher than I projected

Mayor Carpenter i'm comfortable with going higher, then

Trustee Baker but that's where I came up with that numberA little more aggressive there, I mean based on that information you may want to go 245?

Village clerk I think we just have to really confirm that she didn't just like, for some reason

Mayor Carpenter Helene, you open that envelope after Cory said she updated the spreadsheet

Village clerk OK

Trustee Baker well, it's definitely not in the spreadsheet, I just entered this now, So that is prior to you seeing that check

Mayor Carpenter do you have her updated year to date numbers in yours, Dan?

Trustee Baker no, I'm going off six months of data

Mayor Carpenter ok

Trustee Baker because I don't think she announced it was updated until this afternoon, right

Mayor Carpenter not until this morning, right

Trustee Baker right, I didn't have time to go through and make those changes. Franchises, I kept the same with the **Mayor Carpenterr**, 13,500 which is what we budgeted in years past, and we've collected that and then some historically anywhere from 14,800 to 18,300, I think we're safe there on that. 1,100 on the treasurers fees, it's what we budgeted last year, it's what we're on track for year to date

Mayor Carpenter Dan, can you go back to revenue to the county and do 225

Trustee LeBaron Baker we can, if you guys are okay with that

Mayor Carpenterr Carpenter I think keeping it under 10,000

Revenues is a good number, if you're looking at 236 projected, that's a good number

Trustee Baker alright You guys OK with that?

Trustee LeBaron Yeah, I'm just going back from previous and it's jumped quite a bit,

Trustee Baker I think we're doing a better job of tracking it

Trustee LeBaron that's what I'm saying, if you go back and look at the previous And what you just calculated there, I think we're pretty good And I think in the past we might've had some of the dollars that should've been hitting here hitting miscellaneous revenue? That line that you know you discuss in the last meeting Dan was kind of..

Mayor Carpenter being used for catching everything.

Trustee Baker 200 for vital statistics year to date 282 public work charges I expect 6000, I'm not sure yet to annualized that or if it's a one time payment , but we are year to date 5800 so I figure 6000 is a safe bet. Refuse in garbage charges I won't 6108.02, Dan This was based on current spend annualized I took 37,506 divided by 6, multiplied by 12, and that number maybe even higher now, but I went to 61,082.2 above your 5000

Mayor Carpenter I have an updated number of 38,337,

Trustee Baker So with the updated number that brings it up to 65,000,

Mayor Carpenter That includes Christmas where there's a lot of extra tickets bought

Trustee Baker Do you want to hardcoded at 62,000? Are you guys OK with the 62,000o?

Trustee LeBaron LeBaron I'm good, because with the numbers he just gave you 62,000 sounds good

Trustee Baker Whit, you're OK with that?

Trustee Colvin yep

Trustee Baker Water service charges I got 16 three historically we budget a little bit more, with the 2020 but it seems to be on trac?

Mayor Carpenter yes

Trustee Baker I mean, if we want to project year to date where we are at we can, But that's based on water charges right? Fire protection, keeping it flat 180 thousand, we haven't gotten anything from Brian, but that's what I came up with.

Snow removal other governments I kept it flat at 2000, that's the school correct

Mayor Carpenter yes

Trustee Baker yes, that's around where we've been On average over the last two years we've been tracking it properly, averages about 2,900. What are service charges, 30,000I kept it the same as you Dan, I know we've been averaging 40,000 but I'd like to be conservative on that. At 37 1321 it will match up to the water service expenses. That's the water debt payment it's the same every year. Interesting earnings projected, annually should be about 3300 based on this number, I am with 22, Dan, \$200 more than you permits, I went 4500 based on the permits we've already issued, 5200 I went to 45. Here, on the sale of equipment I talked to the mayor on this, I did some research, used dump truck, 2004

international for the information Rob gave us. At the last meeting, I think it was a workshop they're anywhere from 30 to 45 grand. I'm assuming these are in relatively good condition, ours is not so I cut that down to 15,000.

Mayor Carpenter Rob, Tim, I'd like to hear from either one of you on that, you guys have a little more background on that.

Trustee LeBaron this is the garbage truck, right? So, 15, I don't know, especially what shape the box is in, it's just the back end it is probably going to be worth nothing.

Trustee Colvin in the front half, I'll chime in on that, with buses, if I get three or 4000 for a bus I'm lucky. Tr so, what do you guys wanna go, like three?

Trustee Colvin I would go with three to be honest with you, I don't think we're going to get 15 that's just my opinion. My buses that have over a hundred thousand miles on them, I am lucky to get two thousand for a bus.

Mayor Carpenter Rob, are you in agreement?

DPW Supervisor Decker a lot of its going to depend on the need, what's the need of that piece of equipment at that time.

Trustee LeBaron do you think the back end of that, though, Rob, the shape that it's in goin as a garbage truck?

DPW Supervisor Decker if I had to guess, I'd say 5000 is the most you could get out of that.

Trustee LeBaron the back end of that, Dan is in rough shape, Dan it really is.

Trustee LeBaron no that's why I have it highlighted, if you guys are good with 5000, we can go 5000.

Trustee LeBaron I'd rather go three, to be honest with you.

Trustee LeBaron are you guys good with that?

Trustee LeBaron I'm good with that.

Trustee LeBaron thank you Tim, thank you Rob, next, miscellaneous revenue, we talked about that one, we thought that in the past things have been posted to that account that shouldn't have been, so we are lowering that to 2500, we have about 1300 in there now, so annualized it would come to about 2700 so I am putting it at 2500, a little bit higher than the **Mayor Carpenter** on that, but again I think we will hit that number, are you guys ok with that?

(All say yes)

Trustee LeBaron 11,000 on the state revenue sharing cap, that's about what we've gotten every year.

Mayor Carpenter Cory is going to do a little investigating into an email that we got from NYCOM and the comptrollers, there's a new law this year that requires them to do some reformulating of the county sales tax, so Cory will do some more digging on that, she was concerned with the language she saw there, I will forward that along to the board, I'm just giving everyone a heads up on that.

Trustee LeBaron thank you.

Trustee LeBaron so is that going to change this here.

Mayor Carpenter we don't know, and Cory was going to look into that, I will touch base with Cory tomorrow, if she is not feeling well, I will make the calls to find out what exactly this means.

Trustee LeBaron okay, so we will come back to that as soon as we have more information mortgage tax 12000 year to date we are at 12200, we upped it from the previous year, so I am okay with that, I wouldn't want to go any higher than that. Coming down to consolidated highway aid, Dan, after we talked, we are not sure if they are doing CHIPS again, but I put 20,000 down for that, just assuming that we are going to get the historical 20,000, Rob did you hear anything?

DPW Supervisor Decker I got a letter from DOT for CHIPS, and it goes on and on about COVID, but right now, with the CHIPS for this year, there could be a reduction up to 20%.

Trustee LeBaron well, we can revisit that and go through the numbers, do some calculations, see where we want to shake out.

Mayor Carpenter my concern is this, Rob, have we put in for chips?

DPW Supervisor Decker I don't know what Cory did with CHIPS this year, but it says our rollover balance is 21,028.90 and our 2021 balance is 21,023.29

Mayor Carpenter wait a minute, did you just say that our rollover balance is 20,000 and our 2021 balance is 21,000 as well?

DPW Supervisor Decker correct, I don't know why this is not letting me scan this to you..

Mayor Carpenterr Carpenter Rob, don't worry about it, you can scan it to me tomorrow. So, Rob, if I am not mistaken, that means that we should spend that money in this fiscal year, because if we don't use the money, it will not roll over after three years,

Village Clerk Patterson Rob didn't we use that money for the paving?

DPW Supervisor Decker that's what I thought Cory did with it, obviously Dan would know better than I would

Trustee LeBaron just remember, guys, what we are looking at right now is our revenue, not our expense.

DPW Supervisor Decker guys, we're at 16000 now with our streets and if we used all of our streets for that we wouldn't have any money left in there

Village Clerk Patterson That's what I was thinking

Trustee LeBaron you have spent 20,000 on CHIPS That means that you have not been reimbursed for that yet. That's why we are showing zero here.

Mayor Carpenter that is what I have gone over with Cory, I did not think we had any money coming from the 2020 fiscal year.

Trustee LeBaron well this is, right now what we're looking at guys is revenue not expense

DPW Supervisor Decker because I think our streets right now is sitting at 16,000 still in our street and if we used all of our street for that we wouldn't have anything left

Village Clerk Patterson right, that's what I was thinking,

Trustee LeBaron right so you have spent 20,000 on streets contractual this year

Mayor Carpenter leaving all of our CHIPS money

Village Clerk Patterson yeah.

Trustee LeBaron which means that first group of 20,000 has been spent, we have not been reimbursed for it yet. That's why we're showing zero here. So, that's all I have for revenues that gives us 1.2 million, see how we are short 34,000, right now to the expenses below that we're about to go through, and that (34,000) would be the fund balance buffer against my expense line items. So I will go down through my expense items, 12,000 trustee personnel services, kept those flat, that's us, 500 for contractual 6500 for Mayor kept flat, same with his contractual. Like we spoke last time we had 7000 budgeted for the auditor contractual, I cut that in half because it was a two year review, like we were talking about, so I put 3500 there I know Cory or Helene was going to follow up with them to see if we could get an extended contract with them to get a lower rate if we get it under contract

Village Clerk Patterson I think Cory was going to follow up with them, for those reasons exactly.

Treasurer contractual to 800 based on the discussion we had in the first meeting. Fiscal agent fee 0, Clerk personel services I went to 45,000 as the request that we had gotten from Helene at one point that the board has discussed. I built it into mine, again we lowered that contractual as well to 800 similar to what we did on Cory's'. Law personnel services that was a 2% increase for Dave he hasn't had one in what 5 plus years as we discussed as a board in the past so I took that and built that into mine as well, kept his contractual at 900 that was in case there's an additional fee, that went up from the original 500 in case he's gonna be doing what was it underwriting? That's just to ensure that we're covered there. Elections contractual, there should be no election next year, building personnel services I kept flat 1800 this is where we discussed we had some things in the wrong buckets, I took what the mayor had six months you know you're looking at 2000 that was looking, I believe that is the office cleaner.

Mayor Carpenter Dan, take that out.

Trustee Baker take that out completely?

Mayor Carpenter OK so the only thing that I think we are going to need is the Fort Hardy bathrooms outside of OSAA periods

Trustee Baker Ok so I mean we should budget something, right?

Mayor Carpenter I would probably say yeah that's good enough, and let's be honest we haven't told Rob yet that he is cleaning the *****ers
(general laughter)

Trustee Baker oh, Rob, you're still on?

DPW Supervisor Decker the bills on robs check, then

Trustee Baker 500 bucks!

Village Clerk Patterson I have a question does the are any of those services required for the visitor center way back in the day they were so I don't know what the new visitors center, if that..

Trustee Baker that's not OK run by our village. Buildings contractual I took current spend and annualized it, Dan Carpenter had about 40,000 in there I project them to be probably around 25 by year end and let me know something big that's coming and hitting.

Mayor Carpenter Rob, what did we talk about last week I remember we talked

Trustee Baker there were lights on the outside of the Firehouse the facade of the building needed repair, floodlights, the upstairs floor.

Mayor Carpenter, the upstairs floor and the DPW lights I have been budgeted for in this current budget cycle.

Outside repairs over the Firehouse that include both the facade and the washed out areas are not included and then there's the floodlights that need to be changed around the building.

Trustee Baker but that would be in this year if we approve the quote

Mayor Carpenter the floodlights would

Trustee Baker that's what I am saying, not the wash out, I agree with you on the façade and the washout. So what, we have no numbers on that at this point

Mayor Carpenter to be honest with you Dan, I might have a best guess estimate coming in from, and look guys, I know that this is not the way this is gonna be done, because ultimately, correct me if I am wrong, Whit, you have a little bit better understanding of this than me, but the façade might come to a price where we have to have an engineer come in and take a look at it and put in a bid, but I have a contractor who is looking at it right now and he might be able to give me a ballpark at what he thinks that might look like. And if it doesn't meet the threshold of an engineering bid, then we are good to go

Trustee Colvin what amount do we have to bid at?

Mayor Carpenter I think its gotta be

Trustee Colvin over 10,000 I think we got at least three bids

Mayor Carpenter and then you're talking you have to bid off of engineers plans right, so theres an additional cost right there, going to an engineer and having them draw up the plans

Trustee Colvin if we need engineer plans for it.

Mayor Carpenter so that could turn out to be a costly project. So if I have someone who is going to come in and be like, ok I think this might be able to be done for XY and Z we would never hold them to that number but it just gives me a ballpark.

Trustee LeBaron could we, Dan like you and I discussed, go over to something different?

Mayor Carpenter so I that's what I asked him for, I asked him to give Me 2 ballparks, one to replace the existing façade of whatever that stuff is whatever particle board, whatever that

stuff is, or change it to siding to match the rest of the Firehouse white. And I talked to Brian Myers, he doesn't care as long as it doesn't fall on his guys heads.

Trustee Baker alright well I mean that's what I got for an annualized number, not a permanent number, obviously, so I'll highlight it.

Mayor Carpenter Rob, you and I had a discussion last week and I'm just having a hard time remembering was it this line or was it the equipment line that we were talking about that we were saying should stay somewhat flat.

DPW Supervisor Decker it would have been the building contractual

Village Clerk Patterson gentlemen is there anything else to consider in that line as well it might be just pennies but since we haven't been using the building as we had normally since this budget year started that may change the first thing that comes to my mind is electricity and I'm sure there might be something else that I'm just not aware of but anything that might add up just because we haven't been using the building and God willing we will be using this building you know more in the next coming year

Mayor Carpenter we I am hoping, Helene that the improvements to lights will help bring down the cost of electricity, oh I know what it was, I got it, Dan, I think we are going to want to talk to the Firehouse about one of two that we might want to think about putting some money later this year or even just replacing this year is the generac or the boiler

Village Clerk Patterson Oh, the boiler does need to be replaced

Mayor Carpenter the back up generator or the boiler find out which one of those two they thought would be more of a priority

Trustee LeBaron generator, we don't have someone to come in and do a maintenance on that?

DPW Supervisor Decker that generator is not that old

Trustee LeBaron I didn't think it was either

Mayor Carpenter but we were having some problems with it over the last year weren't we? Orybe it's the boiler

Village Clerk Patterson its the boiler

Trustee LeBaron boiler I know we've been talking about, I don't remember anything about the generator

Mayor Carpenter all right then good, I am putting words in other peoples mouths.

Trustee Baker didn't a couple years ago you had issues when you had the inspection come Dan but I think it was like a battery replacement the charger or something

DPW Supervisor Decker the radiator was leaking they put in a radiator in it, stopped the leak, we haven't had any issues with it since we signed the contract then the boiler, the only problems we've been having with the boiler is the circulators. I don't know when that boiler was changed, its been there since I've been in the Firehouse so you're going all of 17 years, Whitney

Trustee Colvin I think its been there longer than that.

Trustee Baker when is the last time it was inspected

DPW Supervisor Decker yeah right, sorry did I say that out loud?

Trustee Baker that's my point, we don't know if its bad, why don't we get somebody into doing boiler inspection

DPW Supervisor Decker I mean obviously there's more efficient stuff out there than that boiler is, even if its been there 15 years but as far as having issues I think the circulating pump

Mayor Carpenter, Rob, what am I missing

Trustee LeBaron can I just chime in here, didn't we have a discussion with him with the lights of the DPW and the Firehouse

Mayor Carpenter the lights in the Firehouse have not been included in any budget

Trustee LeBaron no, no the lights at the DPW garage

Mayor Carpenter those have been included in this year's budget

Trustee LeBaron right and actually I thought that's what you guys were having the discussion about, was the lights at the Firehouse

Mayor Carpenter right, whether Rob was going to be able to do that, with the lights at the firehouse need to be changed out, were the DPW going to be able to do that job or will we have to contract out, that's why we were throwing a little bit more money in there. Again, I don't know if thats \$15,000 worth of extra money

Trustee Baker okay well if you guys want to, whatever you guys wanna do is approve, Im just looking at trying to eliminate as many unneeded cost we potentially need with current conditions were in, right? Are these major projects that we're actually gonna do next year or are we're just gonna budget for them and not get to them 'cause of the environment we are currently in with covid

Trustee LeBaron well I definitely agree if we don't get the lights then that's going to be a cost and energy, you know? As far as electric, so I say we definitely go ahead with that and then we figure out what has to be done in the firehouse as far as the upgrade to the boiler to a more efficient one.

Mayor Carpenter lets highlight that and we can come back to it, I will talk to Brian about the boiler

Trustee Baker Central garage and equipment I got 23,900 there I took the number you came up with it's different from the budget this last year I don't know what the difference is on that, Dan, you went in with 70,000 this year

Mayor Carpenter so that's where Corey needed a line to put the purchase of the garbage truck

Trustee Baker OK so a large chunk of that is the new truck, so I can see the spend there and I'm like OK 23,000

Mayor Carpenter I would go with the 23 nine number and that's talking to Rob about this.

DPW Supervisor Decker so with the way that the comptrollers says that we have to do all of our services and stuff, most of that number now comes out of central garage contractual. Without doing any major purchase this year that is pretty much an emergency fund for us.

I think if you guys set that at 15 I think its plenty, we're not out to get any new equipment this year and really should put something there that says something breaks transmission something goes on a truck that we have something to fall back on major other than that contractual line

Trustee Baker does 20,000 sound like a good number for you that you think would cover anything that major came up

DPW Supervisor Decker I mean if you set it at 20 that doesn't mean we have to spend it, we can rob Peter to pay Paul later

Trustee Baker I just don't want to short change you know like if you are saying we're not looking to make any major purchases this year right came

Trustee LeBaron that's what i wanted to chime in with Rob, you know how is the leaf thing, the leaf sucker, I know we have had a lot of problems with that because of you know obviously branches and stuff like that

I think if you guys set that at 15 I think its plenty, we're not out to get any new equipment this year and really should put something there that says something for brakes, transmission, something that goes on a truck, that we have something to fall back on major other than that contractual line

Trustee Baker does 20,000 sound like a good number for you, that you think would cover anything that major came up?

DPW Supervisor Decker I mean if you set it at 20, that doesn't mean we have to spend it, we can rob Peter to pay Paul later

Trustee Baker I just don't want to shortchange you, like if you are saying we're not looking to make any major purchases this year right?

Trustee LeBaron that's what i wanted to chime in with Rob, you know, how is the leaf thing, the leaf sucker, I know we have had a lot of problems with the pins and stuff, because of you know obviously branches and stuff like that

DPW Supervisor Decker that's all maintenance stuff, though

Trustee LeBaron but I mean overall though, is this something that you know you may have to get a new one

DPW Supervisor Decker well, it's a \$6000 machine that's going on the 6th year, so I think I think it's really good, it's paid for itself and I this year's biggest purchase for that is going to be the inner liner and an elbow so you're probably looking at \$1000 to keep that thing running for another two years hopefully.

Trustee LeBaron OK

DPW Supervisor Decker so barring nothing major you know the motor goes or something but I don't see that happening

Trustee LeBaron OK thank you

Trustee Baker I went 20 is that another you guys are ok with (all agree)

Trustee Baker so it sounds like Rob is ok with that, I mean short of something blowing up, central garage contractual I took actual and annualized it I came up about 32,000 and change the **Mayor Carpenterr** has got 35 with that, Im ok with that, if anything I would round this up to 33?

Mayor Carpenter ok, 2000 saved, I am good with that

Trustee Baker is the rest of the board OK with that? (all agree) OK central stores fuel contractual I got flat at 15,000 the **Mayor Carpenterr** went in at 19,000 yes and I kind of just looked at historical spends at about 15-5 so I went in at 15 I don't know what you guys think?

DPW Supervisor Decker I wouldn't go lower than 17 on that that is all predicting weather and Department activity

Trustee LeBaron now that's the fire company, EMS correct?

Village Clerk Patterson and fuel was unusually low the cost per gallon was unusually low during the peak you know during the first wave of covid

Trustee Colvin I see it every day going up

Trustee Baker annualized that comes in, current year, annualized is \$10,000 we have historically done 19 every year and the closest we came to that was in 2019 so the 2018-2019 fiscal year three years ago

Trustee LeBaron I think Rob makes a good point at 17

Trustee Baker ok central data processing contractual like I took the 20,000, that's what we had budgeted this last year assuming it's going to be relatively the same the unallocated insurance I took 94,000 last years actual was 92.9 you guys went 94 this year, currently at 58 I don't know, I kept that number flat. Municipal association dues 1500 that's about what we pay every year, kept that flat, historically its 1480 we've spent this year 50, taxes and assessment of property contractual I took the 12,500 that we've historically budgeted and historically have come in about 12300 12400, I think that is a safe number contingent that's our 10000 we normally budget, contingent expense is just kind of the emergency case something comes up crossing guard 8000

Mayor Carpenter no raise

Trustee Baker so that would be the 7539 I guess that you went into last year, correct? Traffic control contractual 500 OK fire contractual this is the breakout between the hose contractual, fire contractual 144 thousand under fire contractual 36000 under the Schuler hose contractual that ties out to the 180 budgeted in revenue as it should be right?

Mayor Carpenter Yes

Trustee Baker safety has 13850.02 correct? Safety inspection contractual went up a little bit from prior years, as you said were responsible for gills portion of the training registrar vital statistics \$200, Ive got that flat for what we have historically spent, street maintenance personnel I've already went through the salary calculations unless you guys have any questions on that unless you want to revisit it? Street maintenance contractual put out I'm looking for hand signals in the cameras, guys. So, street maintenance contractual I have 30,000 there, the **Mayor Carpenterr** had 25, we went in with 35 last year based on current spend I've got it coming in at about 33,500

Mayor Carpenter Dan, that's us assigning money to projects, and yes I would say that actually I know where you are going with that, we will probably spend, hopefully Rob will give me enough projects to spend the rest of this 35,000 and the CHIPS money and the other \$11000 that we get so that we can finish the alley ways this year.

I have 25 there because we are looking to cut somewhere in the budget and I still say let's find out where we are with that CHIPS money that Rob sent us because if they are actually telling us we have an extra 20,000 that we need to spend, if we keep our street maintenance at 25

Trustee Baker snow removal contractual I have 15000 there, **Mayor Carpenterr** at 16 budgeted 18 there last year, Im going to 15, you guys have any concern with that?

Mayor Carpenter Rob wants to talk to us about that

Trustee Baker ok but historically you have spent 13500 a year on this line

DPW Supervisor Decker correct. So, salt is one of those things we can never depend, its all weather depending. This year has been very slow as far as usage of salt. We usually average about 300 ton a year I have requested 240 ton for the year, which I don't think I am going to use all that, barring some outrageous storm, but going in to next year we are going to have a storage pile, so I think we can cut that as much as 2 or 3 thousand, knowing that in the 21-22 budget we might have to go back to our 18000, does that make sense to everybody?

Trustee Baker I hear what you are saying, so you think that you're OK with the 15, right?

DPW Supervisor Decker right because right now I have got a salt shed full but I only ordered half of that 240 I have to order 80% of that 240 but if I dont use it I will have to buy 80% of that 240

Trustee LeBaron are we in line for that?

DPW Supervisor Decker Correct, we are I mean we can take more than the 240 if we need it but we have to take that 80 percent

Trustee Colvin so at least 192 you have to, correct?

DPW Supervisor Decker yes

Trustee LeBaron and we' be good for a place to store it at the town

DPW Supervisor Decker correct its just one of those things we've had an odd year, we had that 40 inches of snow and then we have had piddly storms. As I said, barring a horrible February and March I think we are going to have some storage left over into next season

Trustee Baker so I am going to stick with the 15,000, street contractual again I lowered it 1000 from what the **Mayor Carpenter** had current spends 10285 annualize that 20,000 but didn't you say they upgraded the lights?

Mayor Carpenter I was taking 2000 off of our lights I took 2000 off of what we thought is you come after like so we're only budgeting 18,000, and I took \$2000 off of that budget because that's what we're **DPW Supervisor Decker** posed to save. That's why I knocked it down to 16,000.

Tr when did they change the bulbs?

Mayor Carpenter Hoping they are going to be changing either February or March but I'm projecting March

Trustee Baker yeah, projected right now you're going to be at almost 21,000 spent, which is where you have been historically

Village Clerk Patterson we're waiting to get on a list I sent it out and Dan, we determined that the money that the check that I sent them for what 1900 and change, that was it.

Trustee Baker so I can put it back to 16 if you want

Mayor Carpenter I just think it would be wiser and then see what comes in

Trustee Baker are you OK with that (all agree) sidewalks, we have 5 on that and there will be 5 in reserves, I don't see that on here.

Mayor Carpenter no because that is a totally different category

Tr but it's still going to be an expense, it's still going to be a line item

Mayor Carpenter no we are going to budget the 5000, this way if we get someone who wants to do more after the money is used up we can use the reserves without over budgeting that line, and we are doing the same thing with the tree fund, and again, we don't have to continuously put 5 grand into these reserves, I would just recommend that we keep a balance of 5 grand in the reserves

Trustee Baker but again, Dan, to my point you are going to have to budget for that, right? So in a sense this would be your new reserve, right?

Mayor Carpenter those don't go in this budget. I know what you mean, Dan, I totally get what you are saying.

Trustee Baker so you are funding the reserve out of fund balance then?

Mayor Carpenter yes, we are creating reserves out of the unreserved fund balance. I totally understand what you are saying, you are asking if we need to expense this out of our budget, but this is coming from our fund balance,

Trustee Baker playground rec contractual 5000, it's what we historically, last year we budgeted at 83, with a budget amendment, we've historically spent 3800 over the last three years and I'm assuming last year was 'cause you did the woodchips down there ?

Mayor Carpenter the parking lot

Trustee Baker I don't think you anticipate doing that again this next year so do you think we should maybe go to 3000

Mayor Carpenter woodchucks is why we bumped it up and remember, Dan we also talked about, it probably would be better if we called it pest control, we talked about the woodchucks and the spraying of the canal for the milfoil. Youth programs contractual 7000, **Mayor Carpenter** you had at 7 I took seven budget this year was 7. 2019 we spent, this year we didn't spend.

Mayor Carpenter they have a request in.

Trustee Baker so I said keep that flat. Historian personnel, I don't have the breakout from the visitor's center right?

Mayor Carpenter well actually hold on a second, Helene

Village Clerk Patterson yeah I was just gonna check my email 'cause we had so why is create Corey was

DPW Supervisor Decker posed to she had two suggestions that she emailed if you guys recall earlier

Trustee Baker yes, I replied

Village Clerk Patterson yeah I'm not sure how you want to do that I was thinking in a different way and she's doing and you guys maybe thought of personnel and I was thinking of actually tangible stuff so for parks and recs because if park playground recreation for instance the visitor center needs the visitor center needs propane and the bathhouse needs something and then something else need something it all goes under this playground and recreational so my suggestion was maybe well it wasn't as suggested do we want to see anything split out visitors center versus playgrounds and recreation or is there another category we can use for things. The fountains were tricky

Trustee Baker as soon as the new visitor centers open I don't think we are going to need anything

Village Clerk Patterson personnel, anything?

Trustee Baker no I don't OK but for right now 'cause it's not open if you wanted, I had suggested to set up and use the other culture and rec centers

Village Clerk Patterson well if it's not open, well we're not going to be hiring anybody then, are we?

Trustee Baker Our visitor center will still I think be in operation this spring and summer 'cause the other is not open yet.

Village Clerk Patterson oh it will OK

Mayor Carpenter ok guys, so here's what we talked about doing and I don't mean it roughly, I had the thing up in front of me. So we talked about doing a 1640.400

right? That's central garage, we're gonna break that down into 1640.401 utilities

1640.402 equipment repair, and then 1620.400 was buildings were going to break that into a 401 for utilities and a 402 for office supplies and then A7140.400 playground recreational, and then a visitor center .401 as well

Village Clerk Patterson unless there's something else, just from my perspective, first of all central garage and buildings is correct, that's a good breakdown I feel, I just don't know, for your sake, for the board or anyone else if the 7140, the playgrounds recreation that's another, even though the dollar amounts are smaller everything gets lumped into there like I said whether it be the propane from the visitor center to the fountains, you know, if we need a new light bulb for the fountain, it's all going to be lumped in there; or toilet paper for the beach house. If you want it all lumped in there it's fine, I just didn't know if you wanted to break it out.

Mayor Carpenter I think it's beneficial for everything to be transparent or broken down

Village Clerk Patterson OK so just putting the visitors center as what 7140.401 or 402, and then following suit with the personnel?

Mayor Carpenter yes

Village Clerk Patterson OK Dan Baker, I see that we do have a 7140.1 it's line 84 , so, Dan Carpenter is that where you want now the actual visitors center personnel?

Mayor Carpenter yes

Village Clerk Patterson OK

If we don't have any personnel under playground

Village Clerk Patterson that is correct

Can you take a little more out of robs man hours and put that into that line yes but it doesn't really make sense it's really how long to take hot there hours around the playgrounds with a lawnmower correct I'm missing if we do have somebody meaning that visitor center in the spring and summer until the other one then we're gonna have to pay

Mayor Carpenter so Dan Im saying that that 7140.100 would actually have to be visitors center. So that's going to be minimum wage at like 20 hours a week and like last year we had two volunteers, So remember, you can't go off of last year because we had volunteers

Village Clerk Patterson we had no one last year did we even have volunteers?

Mayor Carpenter we didn't have volunteers, we had Christina and she was getting paid as historian. What is her stipend per month as historian, 10,133 divided by 12?

Village Clerk Patterson Yeah, I mean she handled it, but it was limited, it wasn't structured because we didn't have visitors.

Mayor Carpenter actually its less than that, Dan.

Trustee Baker you're looking at like 5123 as the visitors center people

Mayor Carpenter right that's why I said its less than that. Isn't that on the salary spreadsheet? Okay, Kristina Saddlemire in 2021 was 4,340.92 she should actually have a 2% raise, Cory moves too fast when she is sick, so I am giving her a break on this one

Trustee Baker so you wanna budget 5000 for visitor personnel and the difference 5782.46

Mayor Carpenter Christina Saddlemire, is that where we are at right now?

Vi yes, just to confirm her salary

Mayor Carpenter Kristina Saddlemire, with a 2% raise will make 4427.74

Trustee Baker I'm putting the 5695 difference up in

visitor center personnel. OK, celebrations contractual 2500 again we may be able to budget 0 if we don't use it this year.

Mayor Carpenter we're gonna have a Fort Hardy parade

Trustee Baker when does that happen?

Mayor Carpenter September or August

Vi 1st weekend in August

Trustee Baker but we have already taxed the taxpayers on it

Mayor Carpenter right so I just give Byron his check for 2500 and we put zero in for this year

Village Clerk Patterson did we give him the check already? I don't remember doing it yeah alright

Tr you know what I am saying similar to the next line with adult recreation they give us a break they're not gonna go this year now they

Village Clerk Patterson they didn't go didn't go anywhere but they didn't spend the money and that's why they didn't need it, we actually have a letter from Pat stating that, Dan Baker, I'm sorry go ahead

Mayor Carpenter and Helene that is the same scenario that I just stated for Byron's

Trustee Baker right that's what I was trying to say is they sent us this spreadsheet, their bank reconciliation detail, nothing there so, alright, so zero there,

Mayor Carpenter hey did we lose Tim?

Trustee Baker Whit's camera too

Trustee Colvin I'm eating my supper that's why my camera is off

Mayor Carpenter alright so lets move forward.

Trustee Baker Planning personel 1000 same as we've always budgeted, planning board contractual we kept at 1000, what we normally typically budget, storm sewer personnel that's coming off the salary calculation going over earlier, storm sewer contractual this was annualized spend, you have 2500 I'm coming in about 29

Mayor Carpenter Rob, do you see anymore money coming out of that line? You would know better than any of us

DPW Supervisor Decker nothing planned

Trustee Baker then let's go 1500

Mayor Carpenter is that enough to do our annual cleanup, Rob?

DPW Supervisor Decker are you talking when Chet comes up and does his annual maintenance? I don't know where that gets put.

Mayor Carpenter that comes out of that

DPW Supervisor Decker I don't know the actual number, that goes straight to the office

Mayor Carpenter Helene, can you look it that up for us tomorrow?

Village Clerk Patterson yes it doesn't go in sewer? Now this last time, his last bill I just took out of the sewer budget

Mayor Carpenter well there is a difference between storm cleaning and sewer cleaning

Village Clerk Patterson yeah OK, maybe I'm mistaken

DPW Supervisor Decker that's my fault, Dan, Chet's stuff wouldn't come out of storm, I don't see anything more than 15 coming out of that

Village Clerk Patterson OK thank you Rob

Trustee Baker garbage personnel services came out of salaries came out of the salaries calculations of regarding off over the garbage contractual I've got 25,000 **Mayor Carpenterr**s got 27 I went down a couple 'cause if you annualize that you're looking at maybe 21 or 22 grand I went with 25 grand just to give a slight buffer for Rob,

Mayor Carpenter I am in agreement with you, I think just cutting down a little bit isn't a bad idea if everybody else is OK with it (all agree)

Trustee Baker common water supply personnel this is 8713, for Rob's guys, this is where we made it match the top before, the 37313.21 which is going to be reimbursed by the water board 22,000 for the clerk, 8713.400 for potential work that the DPW may have to do. Community beautification contractual I took the 1450 similar to the **Mayor Carpenterr**, we spent 1,233.50 year to date so I think that's pretty safe number.

Mayor Carpenter they'll be putting in for the rest after spring repairs

Trustee Baker let's see here trees cintractual, I got 2500

Mayor Carpenter but the other half we are going to put into a reserves, that's my recommendation I don't know if the board is down with that or not

Trustee Baker 2500 on trees is good, I don't know maybe 500 is good for that

Trustee LeBaron this is one of the years that we need more tree service, correct?

Mayor Carpenter last year was, actually, and last year we ended up having again I think another 500 ish of that tree reserve was actually really sidewalk.

Trustee LeBaron so how's the tree situation look this year?

Mayor Carpenter nobody's doing anything with COVID

Trustee LeBaron aroundsidewalks how's the tree situation look, weren't a couple of them included with sidewalk?

Village Clerk Patterson it was just that one project corner of Burgoyne street and Pearl

Mayor Carpenter but the only one that might come at us right now for sidewalk repairs that would hit us this fiscal year is in front of laundromat, and we asked them to push that off until spring time

DPW Supervisor Decker and the only other thing that that would cover in that trees would be an emergency project that we really couldn't handle ourselves

Trustee LeBaron so do we have a reserve for that in case we have a big project now?

Trustee Baker contingency fund \$10,000

Mayor Carpenter that's why I say we go with the \$2500 I can tell you right now the tree out in my front yard is going to cost me 2500 and I only want to take down that one tree

Trustee LeBaron that's what I'm saying is, trees are expensive now

Trustee Baker once this is set up if we don't use the funds, we will not have to fund this again

Mayor Carpenter correct all I'm suggesting is that we keep a balance of 2500, so if we spend \$100 on the reserve, we only put \$100 back.

Trustee Baker with that, then, I added the 2500 reserve (all say they are good) alright thank you

Mayor Carpenter So Dan can I sum up that the next ten lines are not going to change because they are social security and debt?

Trustee Baker yes all of that puts us at 1.251, I will make sure I capture all changes, which it looks like we did, so all in, back up on top here, revenues 1.2 million expenses 1.25 million the variance is \$27,496 we discussed this before we would borrow that from fund balance

Mayor Carpenter and remember out of the 27 thousand 20,000 is actually going to cover the deficit in the current fiscal year \$7000 is gonna go towards setting up \$7500 for the reserves, so we are only short 20,000 in our current fiscal year. So the only other thing that I did want to talk about is we did talk about setting up a sidewalk reserve and a tree reserve, but we've also gotta start talking about how we get some money into like an equipment reserve or a capital project reserve, right? So, to Dan's point if this is the budget that we're gonna have to fiscally account for that we're going to have I would like to discuss the next budget meeting what people want to put in that reserve, keeping in mind that you know we should keep in the unreserved fund balance three months' worth of operating expenses and then anything above that three months operating expenses I'm not saying all of that has to go into reserves but that's the available amount to start creating some reserves, does that make sense what I just said?

Trustee Baker you are talking about once we hit that threshold for what we need to maintain minimally, we can start putting stuff aside for projects

Mayor Carpenter so, Dan, if you took 1.251596, divided that into three months of our operating expenses, that is how much we need to keep in our unreserved fund balance. Anything above that is what we could be looking at putting into reserve lines. Again, not suggesting that we put all the remaining balance into reserve lines but saying that that is what we have available to us.

Trustee Baker so right now what we have is seven and we still have 500,000 sitting in unallocated fund balance until we have a reason to set that up in a reserve fund, that makes sense

Mayor Carpenter and that's what I want to do at the next meeting, at the next meeting I want to, if folks are good with mine and Dan's budget, I want focused mainly on sewer and then we can come together at the end to talk about the reserve lines that we might want to create.

The board took a break and were coming back at 7:55

The last part of the recording was lost and the recording secretary was ill and did not attend the meeting.