

LUMBERLAND TOWN BOARD
2018 BUDGET WORKSHOP MEETING MINUTES
SEPTEMBER 27, 2017

The Town Board of the Town of Lumberland held a 2018 Budget Workshop Meeting on Wednesday, September 27, 2017, at 6 p.m., at the Municipal Building in Glen Spey, N.Y. for the purpose of reviewing the proposed 2018 Tentative Budget. Supervisor Mellan opened the meeting at 6:01 p.m., followed by the Pledge of Allegiance.

Roll Call was administered to those members present:

Supervisor Jenny Mellan
Councilman/Deputy Supervisor Leigh Sherman
Councilman Joseph Carr
Councilman James Akt
Councilwoman Zoriana Gingold

Also present were Town Clerk Virginia Horn, Supervisor's Bookkeeper Jeanne Mulcahey, Court Justice Lorry King, Caroline Akt and Yaron Fidler.

Supervisor Mellan stated that the only person signed up to meet with the Board members to discuss their 2018 proposed Budget requests was Court Justice Lorry King. Supervisor Mellan reported they received the apportionment from the Smallwood Fire District which was lower than anticipated. Councilman Akt noted the amount went up a small amount from last year. Supervisor Mellan reported that there were a couple of changes to the LOSAP budget, noting they had to correct the code used for that line and they cut the amount needed. Supervisor Mellan reported they had been budgeting \$25,000 but this year only spent a little over \$16,000 so she is recommending dropping that line to \$17,000 for next year.

Supervisor Mellan stated they need to talk about two things regarding the Cemetery budget, noting that there was \$12,820 in the tentative budget that was to be used for projects and questioned if we need to keep it that high since most of the work has already been done at the cemetery? Supervisor Mellan noted that they need to keep money in that line to pay for the Pontem Cemetery Software program's annual maintenance but felt that they could lower that line to \$4,000 and that would cover any expenses. Councilman Akt questioned if the Grant Writer was suppose to get grants for anything that might be needed? Councilman Sherman reported nothing has come up at the cemetery committee meetings when they have one. The Board members agreed to put \$4,000 in the 2018 Cemetery Budget.

Supervisor Mellan stated they do not need to go line for line on the proposed budget but she would like to go over the revenues. Supervisor Mellan noted that she put \$19,000 in the revenue line for cable tv and anticipates we may get around \$20,000. Councilman Akt stated that last year we got over \$60,000. Supervisor Mellan noted that the extra \$40,000 was for the underpayment of franchise fees that had to be paid to us. Supervisor Mellan stated most of the remaining revenues stayed the same. Supervisor Mellan noted that the mortgage tax revenue

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line was budgeted at \$30,000 in 2017 and she raised that line to \$50,000 for 2018 since this year we got over \$80,000.

Supervisor Mellan stated she was unsure of the grants line since the Grant Writer was not here to discuss it and she is not sure what is projected for next year. The Town Clerk noted that if that revenue line goes up a resolution can be drawn up to amend the line. Councilman Sherman noted that the grant writer has said there is not much to be projected.

Supervisor Mellan reported that the Upper Delaware Scenic Byways sent notification today of the listing of annual donations from each town, noting the Town of Lumberland is the only one that has been sending \$1,500 while all the other towns are sending \$1,000 or \$500. The Board members agreed to only send \$1,000 in 2018.

Supervisor Mellan reported she received budget requests for raises for department heads but felt raises should be given to the part time clerks that are under \$15 per hour. Supervisor Mellan noted the Assessor and Code Enforcement Clerk did not ask for raises. The Town Clerk noted she put in for one for the New Town Clerk. Councilman Sherman reported that the Code Enforcement Officer is the closest to being able to cover his salary by the revenues his office takes in. Councilman Akt questioned if the Attorney for the Town got back to us about the insurance questions the Town Board had? Supervisor Mellan and Councilman Sherman verified that she did. Councilman Akt questioned if they could get a better deal for medical insurance? Supervisor Mellan reported they have gotten the best that is available, noting she researched it online. Supervisor Mellan stated our premiums are less than what it says online that we should be paying. Councilman Akt stated if they could save on insurance costs they could be giving more to others that should have it.

The Board members met with the Court Justice, Lorry King, who submitted comparisons with other towns on what the salaries and hours are for the other courts. King reported she will be submitting the court grant which will be for desks and judicial robes. Supervisor Mellan noted that the Court put in for a \$7,000 increase in their total budget, noting she did not put in increases for any department heads. King noted that the other Court Justice gets paid medical benefits while she does not. Supervisor Mellan agreed that one Justice should not be paid more in pay than another. Councilman Akt stated that Judge McKerrell has stated he does the job for the town people and if you don't like doing the job you should look elsewhere. Councilman Akt stated every year he has been here there have been increases in salaries, noting that people run for these elected jobs and you know what it is and if they think they can do better in another town then go there. Councilman Akt stated he is worried about the clerks hourly pay and getting them up to the \$15 that has been mandated. Yaron Fidler questioned the Court Clerk working 12 hours a week which with her salary it works out to \$59 an hour? Supervisor Mellan stated that with working 12 hours a week with 52 weeks a year it comes out to \$14 an hour. Councilman Sherman stated that is higher than some of the clerks but in line with the other clerks. King stated that the other judges paid for their own training. Supervisor Mellan noted that the contractual was increased to \$5,800 but they only spent roughly \$3,700 the last three

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years. King noted the new clerk is attending training, noting when she was clerk she did a lot of training online. Councilman Akt stated there was money in the budget for the training. The Board members agreed to increase the contractual amount to \$5,000 for 2018. Councilman Akt noted that if you go over budget the town can cover it.

Supervisor Mellan stated she left the budget for the Town Board the same, noting they are paying out less for advertising since we can now put ads on the town website. Supervisor Mellan reported she put in a raise for the Supervisor's bookkeeper and the part time clerk. Councilman Sherman stated they should take the clerk's hourly wage to at least \$14 from \$13.62. Supervisor Mellan reported that, in 2018, the final bond will be paid off for the Highway Garage and the Hollow Road project which will mean there will be \$168,000 gone from the 2019 budget. Councilman Akt stated they need to pay the maintenance man more and Councilman Sherman agreed. The Board members agreed to raise the hourly wage for the maintenance man to \$14.

Supervisor Mellan questioned what they should do about the Supervisor's clerk and do we bring her up to the \$14 also? Councilman Sherman recused himself from the discussion, however, he did note that the Grant Writer is making more than \$16 an hour. Councilman Akt stated they should bring the Grant Writer down to \$15 an hour. Councilman Carr stated he would like to eliminate the Grant Writer position. Councilman Akt stated we couldn't do that. Councilman Carr stated that the Grant Writer has cost us money and Councilman Sherman stated that he agreed that we only got a percentage of what we have paid out. Councilman Akt stated he would agree to drop the hourly wage for the Grant Writer. Councilman Akt stated the Grant Writer also gets paid for the Cultural Series Director position too. Councilwoman Gingold questioned if the shared services with the County would include grant writing? Supervisor Mellan stated no. Councilman Akt stated we do not have a new highway truck that was to be partially paid for through a grant, noting the truck will not be here for the winter. Councilman Carr stated that the Grant Writer gets contracts that the Town Board never sees. Supervisor Mellan noted that she has been requesting that the Grant Writer give the Board copies of any contracts. The Board members agreed to drop the hourly wage of the Grant Writer to \$15 and increase the Supervisor's Clerk to \$14 an hour.

Supervisor Mellan stated that the Deputy Town Clerk's hourly wage will be at \$14.56 and the Part Time Clerk for records management will be at \$11.90. Councilman Akt questioned if they should raise the part time clerk's hourly wage? The Town Clerk verified that at the moment the part time clerk is working one hour a day with records.

Supervisor Mellan reported the custodian was raised to \$12.36 but with less hours since she cannot work over that amount. Councilman Sherman reported that the Code Enforcement Clerk may change the first of the year and questioned if that person was new should they be making more than the other clerks? Supervisor Mellan stated the amount would stay the same but they can adjust it come January.

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Councilman Sherman noted the Historian/Museum Director makes \$600 a month. Councilman Akt stated the Town of Highland has no paid Historian. Councilman Carr questioned why the Historian is also paid separately for the Grant Writer position. Councilman Akt noted same person also gets paid separately for the Cultural Series Director. Councilman Akt stated the Historian salary should be cut in half, noting that he gets the grants but does not come to the Town Board with the information.

Councilman Sherman suggested giving the Constables sergeant a little more than the others who are paid the same, noting the Chief Constable makes more than the rest of the Constables. Councilman Akt stated that they should drop one of the Constables. Supervisor Mellan noted we have 8 Constables. Councilman Sherman stated they work within the budgeted amount whether they work one day or 100 days. Councilman Akt stated if they dropped one Constable that would cover the increase to the 2nd in command. Councilman Sherman recommended giving the 2nd in command the raise to \$20.25 per hour while the other Constables other than the Chief stay the same as they have been. Supervisor Mellan noted she will get the correct title for the 2nd in command from the County.

Supervisor Mellan noted she put in a 2% increase for the Code/Assessor Clerk.

Councilman Sherman stated they need to review the Youth Program budget. Supervisor Mellan reported they had requested 5% more in raises but it works out that 5% is not a lot. Councilman Sherman questioned the contractual budget noting that last year there was a big rumor that the Board had cut the Youth Program budget drastically which was not true. Supervisor Mellan stated that the Youth Program has \$3,900 left in their contractual budget and they are looking to buy a cabinet to store supplies in that could be left at the school. Supervisor Mellan noted that the budget does not reflect the monies the Youth Program gets from the County and Councilman Sherman noted it does also not reflect the paychecks that were donated to the program. Supervisor Mellan noted the cabinet would cost \$1,100. Councilman Sherman reported he was told the Youth Program wanted to buy a shed, noting we already have 3 empty buildings now, one being the cemetery shed and 2 out buildings at the bus garage. Supervisor Mellan noted it would cost less to fix up one of the buildings at the bus garage than to buy something new. Councilman Sherman reported he found a local contractor that would donate his time to do the repair work needed. Councilman Sherman questioned if they found out yet if the cemetery shed can be moved? Supervisor Mellan noted they have not been able to track down the contract that specifically states it can only be used for the cemetery. Supervisor Mellan reported the Grant Writer says it was purchased through a grant and can only be used at the cemetery. Councilman Sherman stated the bottom line is the Board did not hurt the Youth Program and suggested moving the cemetery shed to the back of the Senior Center parking lot for the Youth Program to use. Supervisor Mellan noted that the issue was security if they use one of the buildings off site. Councilman Carr reported that the Grant Writer was getting a grant to put the cemetery map at the shed but it was never done. Councilman Sherman stated there are options available. Councilman Akt agreed that they should move the cemetery shed for the

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Youth Program to use. Supervisor Mellan stated the Youth Program could buy the cabinet to store those supplies in that can't be stored outside.

Councilman Sherman questioned the Town Clerk's personal services budget, noting that there will be a new Town Clerk in the position next year and should the new Clerk be making the same salary as the one who has been doing it for the last 16 years? Supervisor Mellan noted she left the salary the same with no increase, noting that the new Town Clerk can opt out of medical benefits which are available with the position. Councilman Sherman recommended dropping the salary to \$32,000, and Supervisor Mellan suggested \$32,900. Councilman Akt stated that if you drop the salary you can use the extra to give the extra to the part time clerks who need to have an increase. The Board members agreed to make the Town Clerk's salary for 2018 \$32,000.

Supervisor Mellan reported that with tonight's proposed changes the 2018 proposed Preliminary budget is \$3,000 less than last year which reflects a 1.76% increase.

Supervisor Mellan stated they need to review the Highway Budget, noting the revenues stayed the same with CHIPS monies coming in more than anticipated. Supervisor Mellan reported they have submitted to FEMA for \$30,000 for storm damage that still has not come back in. Supervisor Mellan reported the entire budget is up 1.93% which reflects the increase in health insurance and the 2% increase in personal services according to the contract. Supervisor Mellan noted that there was a decrease in the fuel budget and an increase in the Machinery budget. Supervisor Mellan noted also that there will be \$36,900 that will be paid out for the last bond payment next year.

Councilman Sherman reported that in 2019 work will need to be done to the town parking lots. Councilman Akt stated that if the town had its own paver our men could do the work for half the cost. Councilman Sherman stated that the maintenance man will take care of a lot of the work in house. Councilman Sherman reported he has Ketchum Fencing working up a price for safety barriers for the buildings and that P&N Alarm is working on a cost for the panic button system for the offices. Supervisor Mellan reported she will make the revisions to the now Preliminary Budget. The Town Clerk reported the elected officials salaries have to be finalized for the advertisement for the Public Hearing that will be scheduled for November 1st. The Town Clerk noted that the Town Board will have a resolution to approve the advertisement at their regular October Meeting.

Councilman Akt made a motion to adjourn at 7:37 p.m., seconded by Councilman Carr, all in favor, so carried.

Respectfully Submitted,

Virginia V. Horn, Town Clerk