

**MINUTES OF THE BUDGET WORKSHOP OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON OCTOBER 15, 2020**

Present: **Tistrya Houghtling Supervisor**
 Jesse Newton, Councilmember
 Norman Rasmussen, Councilmember (online)
 Deborah Gordon, Councilmember (online)
 John Trainor, Councilmember

Recording Secretary: **Marsha “Marcie” Robertson, Town Clerk**

Others Present: **Ed Godfroy, LVPA**
 Eugenia Browning, LVPA
 Matt Larabee, LVPA
 Brian Fitzgerald, Accountant

CALL TO ORDER:

The meeting was called to order at 6:05p.m. by Supervisor Houghtling.

LVPA BUDGET:

Ed Godfroy, LVPA stated that the LVPA had originally come in with a budget of \$132,000.00. The LVPA found another funding stream for their gear, so they dropped the budget amount to \$122,500.00. Ed stated that tonight, the LVPA would like to drop the budget amount again because they negotiated a lower fuel contract price. Ed stated, if you look on their 2021 LVPA proposed budget, they are eliminating the gas and oil line item in the amount of \$1,224.00 and the utilities line item will now include fuel and they are lowering that amount from \$22,098.00 to \$19,000.00. This will result in the LVPA dropping their budget amount to \$118,210.

Supervisor Houghtling stated that she wanted to acknowledge for the record that the LVPA has been very realistic with the fact that we are in a financial crisis this year and being willing to work with a shoe string budget this year and being team players.

Supervisor Houghtling stated that for the record her goal is that the 2022 budget she is hoping to fund the capital accounts for the LVPA at much higher rates with the town retaining control of the capital funds but it being defined specifically for fire equipment so that it has to be used for that and a future board can't spend it on something different.

Ed Godfroy, LVPA stated that this year there will be up to \$30,000.00 matching for what they have left over. The LVPA would like to change that and still get the \$30,000.00 but

they were hoping to get that mixed in with their quarterly payments and the LVPA can disperse that between the three capital reserve accounts directly for the building, the vehicle and the equipment.

The Town Board and the LVPA held further discussion on the finer points of the LVPA budget and what is and is not allowed for the Town to do with regard to their budget.

All Town Board members and LVPA members present were in agreement that \$148,210.00 for the LVPA operating budget as proposed in the 2020 tentative budget was a good amount.

A motion was made by Supervisor Houghtling that we modify on Page 2 on the 2021 budget under SF Fire District from \$162,090.00 to \$148,210.00 and within the contract we specify that \$118,210.00 is their operating budget and that \$30,000.00 is their capital reserve to be split evenly between equipment trucks and buildings and that the whole \$148,210.00 is to be evenly split into quarterly payments due on the same due date that they were this year. The motion was seconded by Councilmember Newton.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

Ed Godfroy, LVPA stated that they are working on the filing for the 990, that was put on hold by the government. The accountant for LVPA and their firm have all of the paperwork ready to go as soon as the government will start accepting it.

Supervisor Houghtling stated that she would like to amend the LVPA contract to state that all financial documents be filed by October 15th or within seventy-two hours of filing for any that are filed after October 15th.

Ed Godfroy, LVPA stated that the LVPA and Town Clerk Robertson will work on a working check list spreadsheet.

MISCELLANEOUS BUDGET ITEMS:

The following changes to the tentative budget were agreed to by all Town Board members present:

- Change A-1110.14 \$21,700 to \$15,216
- Page 27 Justice Clerk Deputy change from 27 hrs/wk to 20 hrs/wk
- Change A-7020.1 from \$18,200 to \$0.00
- Add A-7310.11 with \$18,200 (director and assistant director)
- Change A-7110.4 from \$14,920 to \$11,670
- Change A-8010.41 from ZRC to Comp Plan

HEALTH INSURANCE:

The Town Board held brief discussion regarding the health insurance options and the upcoming open enrollment.

A motion was made by Councilmember Newton to authorize the Town Supervisor to enter in a contract with the three health care providers (CDPHP, MVP and Delta Dental) that we need to contract with for open enrollment in November for the policy running December 1st of 2020 through November 30th of 2021. The motion was seconded by Councilmember Trainor.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Newton -	Aye
Councilmember Trainor -	Aye

MISCELLANEOUS BUDGET ITEMS (CONTINUED):

The following changes to the tentative budget were agreed to by all Town Board members present:

- Page 20 under State Aid change Mortgage Tax A-3005 from \$35,000 to \$32,000
- Page 25 change Fire Protection District contractual expense for SF-3410.4 from \$162,090 to \$148,210

It was agreed that the following items would be re-visited at future budget workshops:

- Brian Fitzgerald, Town Accountant and Supervisor Houghtling will work on the tax rate per \$1,000.
- All .1 (point one) accounts are the same (to be discussed at another budget workshop).
- Traffic Control A-3310.2, Supervisor Houghtling will look into revenue producing options.
- Councilmember Newton to see if Highway Superintendent Winestock wants to consider raising Snow Removal, Contractual Expense (DA-5142.4) up from \$32,000 and if Highway Superintendent Winestock wants to attend a budget workshop.
- Supervisor Houghtling will look into the mortgage tax to find out if the figure we have is a six-month figure or not.
- Supervisor Houghtling will reach out to the New Lebanon Seniors to see if they want to attend a budget workshop to discuss their budget increase request.
- Supervisor Houghtling will invite Ted Salem to attend a budget workshop to discuss the Comprehensive Plan update and expected expense.

Supervisor Houghtling stated that the next meeting on October 19th, a lot of that will be in

Executive Session, the Town Board will be reviewing employee evaluations and job reviews. The Town Board will discuss all .1 accounts in the meeting on October 22nd.

ADJOURNMENT:

A motion was made by Supervisor Houghtling and seconded by Councilmember Newton to adjourn the meeting at 8:43 pm.

Respectfully submitted,

Marcie Robertson
New Lebanon Town Clerk