

Budget Workshop  
October 9, 2014

The Budget Workshop of the Town of Cambridge, was duly called and held the 9<sup>th</sup> day of October at 7:30 PM at the Town Hall, the following were present:

Supervisor Catherine Fedler  
Councilman Douglas Ford  
Councilman Gerald Skiff  
Councilman Robin McMurray  
Councilwoman Susan Herrington

Others present: Heather Greenawalt Town Clerk, Margaret Shaw Clerk to the Supervisor, Connie Watkins, Janet DeCarlo Town Justice, David DeCarlo, Alan Davis Highway Superintendent

Supervisor Fedler called the meeting to order at 7:30 PM and immediately led in the Pledge Allegiance to the Flag.

Supervisor Fedler mentioned that this was just a workshop; it is not a meeting that the public could voice their opinions. Town Board cannot pass any resolutions. Supervisor Fedler mentioned the process of obtaining information for the budget. She told the board how paperwork was sent out to all of the department heads and any one the town donates money to. This paperwork was to submit any changes for salaries, clerks, contractals, and any other changes that may be needed. The person submitting the paperwork may also include comments. Supervisor Fedler mentioned that on the budget there was the line requested 2015. The Supervisor mentioned that she and the Clerk to the Supervisor Margaret Shaw did do a sample budget with all requests. In this sample everyone received a 2% raise even if they didn't ask for it. This was a 10% increase in the budget. From that budget they cut it until they got down to where she felt that she had made the most decisions that she wanted to make.

The Supervisor mentioned that before they had vague figures for the Health Insurance now today they were able to put in the real figures and that made it go down a little bit.

Supervisor Fedler also mentioned that she gets a report from the NYS Comptroller's Office and that tells her how the town is doing. When the town is compared with others it shows that we are not in financial stress but we are higher than neighboring towns. The higher the number in the report from the state the greater the stress level. This report shows the past history in the last three years. This is gauged by how much money you had in your fund balance and where we are now.

The Supervisor went over paperwork with the town board such as other Towns salaries, job descriptions for the highwaymen and why they cannot be changed because this is determined by the state. She did mention that our highway department does do many things that are not in their job descriptions. Such as some repairs around the town hall, the shop and many other things. The Supervisor said that this is also a good time to look at schooling, mileage policy, and the online schooling. The appointment policy for the town is also a concern because the advertising for 30 days is costing the town more money than it should. Maybe this could be advertised in the paper for one week and posted on the bulletin boards and the website for the remaining time. Health Insurance is a tough figure to get around with the budget tight. Right now with a new employee they would pay 20% self and town pays 80% for employee and 50% for spouse or

family. If someone was to retire and the town had to hire new highway employee this could be a concern of where the money comes from. The town currently pays 100% for the employee and 50% for spouse and family.

The new method for CHIPS money is a concern. How will the Town afford to pay this money up front. Some towns are able to pay out of fund balance and get their money back when the state pays them. The majority of the towns are not, the town can get a RAN-(Revenue Anticipation Note). The town can draw the money out when they need it. The Supervisor is hoping that they decide to pay the CHIPS money monthly rather than quarterly. If the Town decides to borrow through the RAN, they will still have to pay interest. When CHIPS was governed by DOT they were fine, but now they are governed by the Comptrollers and the money has to be paid up front. The Town Supervisor said that there was still not an interest rate established for borrowing money to pay for the CHIPS. Town Supervisor and Clerk to the supervisor said that no matter who they spoke with the comptroller and the banks they could not get a number for the interest rate.

Town Justice Janet DeCarlo was present at the Budget Workshop and she spoke in behalf of her department and the figures that were put in the tentative budget. She first stated that in her first year of office she had no money budgeted for the clerk so the Town Justice gave \$500 of her salary and the prior Town Supervisor gave \$700 of his salary. The Town Justice mentioned that she has never gotten back to the \$3500 salary that she should have had originally. The Town Justice stated that in the last five years her requirements of her job have increased. She also mentioned that in the past year she has not put in for any schooling or mileage. She mentioned that the 2015 salary does not even take her to the salary that she started at in 2010. The Town Justice said that she had to obtain her pistol permit and purchase her own gun because of her own personal safety in the middle of the night. The Town Justice has sealed 102 cases that should have been sealed by the previous judge. The Town Board said that they appreciated her service and she has done an outstanding job. Councilman Ford ran the numbers and the \$5000 that she requested is a 48% increase in the salary. This could not be justified when the numbers are so tight with the budget. Councilman McMurray suggested that they go through the rest of the budget and come back and address this salary afterwards to see what they can do for an increase.

The Town Justice mentioned the concern about the Dog Control officers not answering there phone. The ticket was not written for the court. The Town Attorney traveled all the way from the city and there was no ticket. The Town Justice said she may have to throw the case out.

Supervisor Fedler mentioned that they would be starting with the Highway Budget because Highway Superintendent Alan Davis would be unable to attend the next budget meeting.

On page 8 Highway DA Fund the Machinery, Equipment DA5130.2 had dropped from \$8000 to \$4000 for 2015 budget. This \$4000 was moved to the DA5142.4 which was already included in this budget. Councilman Ford asked if now that the town has the Best Buy Purchasing Law could the Town have the trucks repaired by local mechanics rather than Delurey. The Highway Superintendent said that it was a possibility however the main concern was the turnover. Delurey knows that because the truck is for a municipality they have to have it back right away.

The Employee Benefits Social Security DA9030.8 went from \$6630 to \$6100 social security is contingent on what you do on raises. It was mentioned that the Retirement is from the

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projections that are sent, if the projections are not right like last year than this could cause us to run short. The requested for the 2015 was \$13500 and this was dropped to \$12100 when the projected numbers were received. The Hospital and Medical Ins. DA9060.8 was changed from \$18000 to \$15555. This made the final total \$34705. The Budgetary provisions, for other uses DA962 was changed from \$36000 to \$35000. On page 9 of the 2015 Budget the Estimated Unexpended Balance was changed from \$24800 to \$22100.

There was a question from the board members how much money was currently in the Highway equipment reserve. Margaret Shaw Clerk to the Supervisor reported that there was \$\$42,825.57 but when the loader warranty (\$6300) was deducted it would be \$36,142.00. There were concerns when the next truck needed to be purchased would there be enough money in 2018. There was also a concern if the town didn't have the contract for the county rt. 60, where would that money come from? This would not be confirmed until the beginning of November.

The Highway DB Fund, the Highway Appropriations, and general repairs everything was left the same. In the employee benefits, social security DB9030.8 was changed from \$7395 to \$7000. The Hospital & Medical Ins. DB9060.8 was changed from \$24000 to \$21777. This made the final total \$45677 for the employee benefits in the Highway DB Fund. The Estimated unexpended balance was changed from \$31500 and \$12766.

The Reserve account DB962 (the bridge reserve) has \$3.94 remaining for a balance; the board needs to decide if they are going to close it out. Supervisor Fedler said that she believes that there is only a certain time of year that you can do this.

The Town Board decided to wait until the next budget workshop on Wednesday, October 15<sup>th</sup> to go over the rest of the budget.

There being no further business before the town board, the meeting was moved and carried for adjournment at 9:50 PM.

Respectfully submitted,

Heather Greenawalt

Town Clerk/Town Supervisor

<http://www.townofcambridgeny.org>