

Finance Agenda

August 09, 2022

Members: Jaime Puccioni (Chair), Jessica Brennan, John Della Ratta, William McPartlon, Jason Moskowitz, Beth Greenwood, Alaina Finan, Michele Martinelli, Seth Goldstein, Diane Percy, Eric Amberger

Others in attendance: Janet Wynne, Jordan Kochan, Ray Smith, Dan Bolke

Councilmember McPartlon made a motion to approve the meeting minutes from the July 12, 2022 meeting. Councilmember Moskowitz seconded and the motion passed.

1) Items for Action

- a) **A discussion regarding certain budgetary modifications** – Comptroller Greenwood explained that there would start to be more modifications now that we are in the second half of the year.
- b) **A Resolution accepting the updated Employee Handbook** - Beth stated that the most updated version had been sent to everyone this morning and that there were only a couple of minor changes. She requested everyone review the document and let her know if there were any errors.
- c) **A Resolution establishing a Standard Work Day for Elected and Appointed Officials** - removed
- d) **A Resolution permanently appointing a Principal Account Clerk** - The Comptroller explained that this was just the completion of a probationary period and not a new hire.
- e) **A Resolution appointing a student worker in the Planning Department** - No one spoke about this.
- f) **A Resolution declaring old electronics and telephone equipment (see attached lists) surplus and sent to auction.** – This is old equipment and a list was submitted by Seth Goldstein.
- g) **A Resolution to purchase cloud storage** - Seth Goldstein did a bid and the lowest bid was the Google option at \$14, 040. Systems Administrator Seth Goldstein explained that this is really cloud email, why this was needed and how it would work. He also explained the savings anticipated.
- h) **A Resolution to purchase a pump for the Balltown South sewer pump station (\$13,555)** - This was discussed at the Public Works meeting.
- i) **A Resolution accepting a mini-bid for a bus for the senior programs** - Beth stated that the mini-bid results would be on Friday.
- j) **A Resolution appropriating fund balance:** The Comptroller explained that even though equipment had been previously priced out, costs continue to rise. Therefore the appropriation of Fund Balance was needed to complete the authorized purchases. She reviewed each of the items below. Councilmember McPartlon asked the Comptroller to put together a summary of Fund Balance used this year and what the current balances are. Beth also mentioned that with interest rate increases we are seeing better returns on our investments.
 - Gen Fund \$10,715.39 ISO equipment purchases (Mowers, UTV, pick-up with plow), \$85,487.84 (\$38,373.16 to be repaid by FD1) for tax settlement;
 - Highway Fund \$33,286.599 for tax settlement;
 - W1 \$18,545 to cover overage for purchasing fire hydrants. (\$7,000 to be repaid)
 - Skid steer overage (\$14,984 total – divided W1 \$7,492, S1 \$2,247.60, and S6 \$5,244.40)
 - Forklift overage (awaiting additional quotes – will be split between W1, S1, and S6) – Beth indicated that once those final numbers were in she would share them with the Board.
 - S1 \$99,549.53 to repay S6 – This is due to a Capital Project being recorded under the wrong und
 - S6 Repair to Ultraviolet Disinfection System-Trojan Technologies-Not to exceed \$33,500
- k) **Approval for the Assessor to attend the September 18 - 21 New York State Assessor's Association training conference.** – Assessor Eric Amberger explained that this was the yearly conference and he is attending 24 hours of state mandated training. Up to 80% of the cost is reimbursable by New York State.

- l) **Approval for the generator service contract renewal-Model G3406- Waste Water Plant (\$8097.64 8/1/22-5/31/24)** - Dan Bolke explained this was to have the service supplier come and do regular maintenance.
 - m) **Approval for the purchase of electrical materials for WTP upgrade project (\$6,647.13)** - Beth explained that this was pulled out of the bid in order to decrease the overall costs of the repair. Dan Bolke explained that the bids came in high. The staff at the plant will be doing some of the labor and these are the materials they will need.
 - n) **A discussion regarding the dissolution of the 9 Lighting Districts.** – The Comptroller explained that the County has requested that we cut down on all of the extraneous districts in the town. She explained how this would affect the budget and the tax impact.
 - o) **A discussion regarding properties assigned to the incorrect sewer district.** – Beth explained that during the installation of a new pump station. Several homes from Sewer District 1 were affected and were moved to that pump station in Sewer District 6. However, this was never accounted for, complicating the billing of the Sewer Districts to account for this.
- 2)** Referred from Public Safety (added from the floor)
- a) **Approval for the purchase of leaf vac parts (\$7,629)** – The Comptroller explained that the parts were unavailable last year but can now be bought through a direct purchase.

A motion to adjourn was made by Supervisor Puccioni and seconded by Councilmember McPartlon. The motion carried.

Respectfully submitted:

Janet Wynne
Confidential Assistant to the Comptroller