



*M. Seel:* In 2016 you were at 3.91%, currently for 2017 you are at 3.57%

*B. Jennings:* in a good place, \$1,500 into our salary \$1,000 in the council and \$500 into the Supervisor.

*P. Roder:* 2016 did we touch the unexpended balance that we budgeted for?

*M. Seel:* I don't think you've touched it since I've been here.

*L. Eckhardt:* think we have increase in revenue

*M. Seel:* well we can budget for consistent revenue but not the unexpected revenues, we also can't determine somethings like retirement they give us an estimate the one year took a hit because people bought time back.

*P. Roder & M. Seel discuss reserve accounts and bridges, a reserve account was discussed been never officially set up.*

*M. Seel:* \$17,500 contingency line for a snowy day.

*B. Jennings:* to add another \$10k is a huge step

*P. Roder:* what is \$5k going to fix at the Garage?

*L. Eckhardt:* are we just looking at the Garage or here at the Town Hall too? Considering propane, carpet roof ext.?

*B. Jennings:* \$7,500 to reserves to build that account

*M. Seel:* correct but Aldie's \$10k is use it or don't, this account is not set up as a reserve account.

*P. Roder:* small funds don't really work here, may work at home but not on commercial buildings.

*M. Seel:* we need to have an end of the year conversation on what we would like to go into reserve or in the unexpended balance, can spend things in reserves but need to be careful on what you are spending it on. Explains the difference between unexpended balance and a reserve account. Unexpended is a savings, a reserve account is built up for specific projects or purchases the account will continue to build until you use the funds.

*B. Jennings:* built the unexpended amount

*M. Seel:* as PJ stated the budget is comfortable

*P. Roder:* buildings are going to start needing work, they are old.

*P. Kueppers:* when was the building built?

*L. Eckhardt:* early 90s probably 93 or 94.

*P. Roder:* the only upgrade was painting

*S. Wagar:* and that was about \$5k and didn't include the offices.

*M. Seel:* what does it matter where the repair is?

*S. Wagar:* all building repairs come from the General account.

*B. Jennings:* take \$10k out of the Garage Maintenance and Repairs in the General Fund and put a larger number in with reserve for all building repairs. A9950.9 change it to \$15k, so at the end of the year if we don't use it, it will grow.

*L. Eckhardt:* unexpended, what do we want to take?

*B. Jennings:* do we cap it or do we allow it to grow?

*P. Roder:* Youth Commission leave it at 60 campers and allow it to grow, if it grows then come to us and we will see where we can find the funds if needed.

*L. Eckhardt:* it has grown in quality.

*P. Roder:* we don't want to discourage growth

*S. Menhinick:* the library is growing out of space.

*M. Seel:* any other line items you want to discuss?

*B. Jennings:* trying to see where are the large increases

*P. Roder:* the court, they have asked for a big raise for Tammy, not saying she hasn't gotten busier and won't continue.

*M. Seel:* to be honest if they handed in their paper on time and I knew what her number was beforehand I would have had a bigger number.

*P. Roder:* in the Justice Court account?

*M. Seel:* no in my own line.

*L. Eckhardt:* talks about shared services.

*P. Roder:* Maureen what is your normal schedule here?

*M. Seel:* Wednesdays, I only print checks here, everything else I do at home, I put in about 45 hours a month.

*P. Roder:* just trying to get an overview

*M. Seel:* not like it use to be, the process is the process. Put in about the same time everywhere I work

*L. Eckhardt:* there are always complaints from the highway that we have to deal with.

*M. Seel:* Youth Commission is the hardest with communication, they now want us to offer retirement and by the time you get them set up in the system they are done working.

*P. Roder:* not opposed to increasing the clerks

*M. Seel:* and you guys don't have to worry about anything, Tammy and I invaluable

*B. Jennings:* PJ and I propose to throw another \$1,000 into the Bookkeeper line. \$5k from the unexpended balance in the General Fund.

*P. Roder:* Stephanie you line items, your deputy line is that good come January?

*S. Wagar:* yes, I can't take a lot of time off no one can do my job completely. Arlene is great at covering the office, will be working from home for a few days.

*P. Roder:* how many hours are you open a week?

*S. Wagar:* depends on the week, have weekend hours some weeks, mainly 10 hours a week without the weekends.

*M. Seel:* what is budgeted give her 211 hours for the year.

*P. Roder:* are you sure that's enough in the deputy line?

*M. Seel:* funds can be transferred from her PS line to the deputy if needed

*S. Wagar:* yes it's fine.

*B. Jennings:* highway fund lets discuss

*L. Eckhardt:* what is Doug's pay as a temp.?

*M. Seel:* \$20/hour.

*P. Roder:* is that what he was making?

*M. Seel:* he was making \$20.66

*P. Roder:* he can only make x amount correct?

*M. Seel:* that's up to him.

*P. Roder:* wish Aldie would just hire someone.

*L. Eckhardt:* health care, nothing there on whether it is going to increase or not, spoke to Sandy our rep. and she said nothing yet. HRA is about \$4,400/employee and Aldie is \$2,200. For all of them it's about \$15,400 and there is \$7,800 still in the account.

*M. Seel:* the HRA was not budgeted for still don't have a good tracking device don't know what they have spent or not. Could tell you on the other Town's but not with MVP, they don't release information.

*B. Jennings:* so the \$15,400 should come out of that line (DA9060.8)?

*M. Seel:* correct, so really at the end of September it should be \$51,000.

*L. Eckhardt:* Steph what is the Health Insurance a month?

*S. Wagar:* about \$4100, not exactly positive on exact amount.

*M. Seel:* looked up figure, \$4,081.

*S. Wagar:* dental is \$165 through CDPHP

*P. Roder:* Good where we are, good with sales tax? Cumbies won't affect it correct?

*L. Eckhardt:* no, it's a county wide figure not by town.

*M. Seel:* \$68k for last years last quarter so we are close to that figure now without the last quarter

*B. Jennings:* won't change that line then.

*M. Seel:* are you guys going to do the dog mailing?

*P. Roder:* we already put that in, not touching that line.

*M. Seel:* could increase that line revenue.

*P. Roder:* put \$10k in Highway for unexpended balance?

*M. Seel:* need to be closer to \$20k

*B. Jennings:* try \$15k, that puts us at a 3.75% increase overall

*P. Roder:* why are you putting more in the unexpended balance in Highway?

*B. Jennings:* because he has a good cushion

*L. Eckhardt:* How much of an increase is that?

*M. Seel:* 10 cents/\$1,000

*L. Eckhardt:* so \$10 on a house that values at \$100k

*P. Roder:* would it be better to put \$7,500 in General and \$12,000 to Highway to the percentages look better?

*B. Jennings:* gave a lot to the Bookkeeper and the Court Clerk, put a lot in the Building Repairs, Highway Fund hasn't changed much or taken a hit.

*L. Eckhardt:* understand where Bill is coming from.

*M. Seel:* you could give Aldie some revenue, but it comes down to giving to Highway and not being able to get it back to the General Fund.

*L. Eckhardt:* thought process on this, do we need to have another Public Hearing?

*M. Seel:* no this is it.

*P. Roder:* worry about the Highway because of the expense of the work is expensive.

*B. Jennings:* right, but he has \$300k in the unexpended and \$121k in Reserves.

*P. Roder:* right, but the bridged cost a million to replace.

*B. Jennings:* understood, but the county is paying for the Black River Bridge.

*P. Roder:* ultimately, but we are paying the engineering fees.

*S. Menhinick:* what is going on with the power that you guys were working with Anita on?

*L. Eckhardt:* not much, we may step up to the plate and put emergency generators in here at the Hall and the Garage.

*B. Jennings:* not a huge cost we didn't use much energy. The results of the budget with \$7,500 from the unexpended balance on the General side would be a 3.1% increase and on the Highway side it would be \$12,500 with an increase of 3.9%.

*L. Eckhardt:* what is the fire department doing in Grafton or Berlin?

*M. Seel:* haven't met, sometimes small increases but nothing large.

*B. Jennings:* the fire district has created a reserve and takes from the reserve, they have a budget for trucks. Thinks they are foolish for not increasing a little bit, we've done that. Would like to see that the unexpended balance be at zero.

*L. Eckhardt:* getting there think we are in a good spot.

*M. Seel:* all honesty you have to look at who is using and spending each month.

*P. Roder:* Stephanie are you happy?

*S. Wagar:* ... just tired.

**MOTION TO ADJOURN AT 9:02 PM**

**MOTION BY: JENNINGS**

**SECONDED BY: RODER**

**VOTES OF: 4 AYE**

**0 NAY**

**\*\*A Workshop Meeting** is held every second Monday of every month at **7:00PM** at the Town Hall.

**\*\*The next Regular Meeting** of the Town Board, Town of Stephentown will be held on **Monday, November 20<sup>th</sup>, 2017** at **7:15 PM** at the Town Hall.

*Stephanie M. Wagar*

**Town Clerk**