

## **BUDGET WORKSHOP**

A Special Budget Workshop meeting of the Town Board of the Town of Red Hook, Dutchess County, New York was convened in public session at the Town Hall, 7340 South Broadway, Red Hook on October 23, 2006 at 7:30 p.m.

Present: Supervisor Marirose Blum Bump  
Councilman James Ross  
Councilwoman Sue Crane  
Councilman Harold Ramsey  
Deputy Town Clerk Claire Horst  
Absent: Councilwoman Jean Bordewich  
Town Clerk Sue McCann  
Also Present: Business Manager Debbie Marks  
Highway Superintendent Wayne Hildenbrand  
Building Inspector Steve Cole  
Ted Eglit, CPA

### BUILDING INSPECTOR

Building Inspector Steve Cole explained to the Board that he is now certified to inspect apartments. He is willing to take over the inspections, but most of them are Saturdays or evenings. Presently, Gary Beck does these inspections. The Board suggested keeping Mr. Beck on as a consultant and compensating Inspector Cole for adding some weekend and evening inspections. Inspector Cole will get more information from Gary Beck, work it out with Business Manager Debbie Marks, and the next time the Board talks about the budget, based on that information, they will decide how much they will increase his salary.

### HIGHWAY SUPERINTENDENT

Highway Superintendent Wayne Hildenbrand stated that we were able to maintain a standard level of debt service. Good budgeting, equipment maintenance, and the way projects fell helped keep his budget down. Thanks to a strong lobbying effort from the New York State Association over the last two years, the CHIPS (Capital Highway Improvement Programs) revenue has increased significantly. The numbers worked out well this year, and we should have a reasonable fund balance at the end of this year.

Councilman Ramsey asked how the manpower situation looked.

Highway Superintendent Hildenbrand answered that they could use another full time person. They are a little understaffed, and it will have to be considered next year, and in 2008 half of the crew is eligible for retirement. Those men will probably take the retirement. They are having a hard time finding seasonal help. Right now they have none.

Councilwoman Crane suggests possibly hiring one full time person now, one next year and one the year after, this way we have some experienced personnel in the Highway Department when the others retire.

Highway Superintendent Hildenbrand said that if we put a full time hire into the budget, we wouldn't need the seasonal employees. This will create a change in the budget if we hire a full time employee in January.

Supervisor Blum Bump clarifies that we will keep the two seasonal lines in the budget until Highway Superintendent Hildenbrand hires a full time person.

### I.T. COMMITTEE

Loraine Wheeler, IT Committee member, passed out a handout 2007 IT Committee recommendation for Lasher Fiche.

Business Manager Debbie Marks presented Purchasing Agent Ted Kudzy's budget. He is requesting \$2,000 more for possible replacement costs. Part of Purchasing Agent Kudzy's plan is a replacement schedule for computers, possibly two per year.

Dick Wambach, IT Committee Co-Chair, refers to the handout. He spoke about Laser Fiche technology and how it would help the Town maintain critical records. It would take a three year plan to complete.

Supervisor Blum Bump suggests trying to get grants to help with this cost.

Dick Wambach suggested having the IT Committee help research grants available.

Councilman Ramsey said the SARA (State Archives & Record Administration) grant is one of the most accessible grants in the State. If you can show a need and a use for it, is fairly easy to get. It is an application more than a grant.

#### RECYCLING BUDGET

Business Manager Debbie Marks read the budget request from the Recycling Center. They are asking for a uniform allowance, a 4% salary increase, money for daily supplies, and an allowance of \$500.00 to be used for the volunteers to show appreciation. (Holiday dinner, gift)

Councilwoman Crane suggests getting all names so that their volunteers are always included. We've always included volunteers in the past.

Supervisor Blum Bump said there are so many this year with all the committees.

Councilman Ross...we can't give the recycling center money for their volunteers because there are so many volunteers in the community. We should make a point to get all their names and include them in our employee holiday party.

#### TRAILS

Supervisor Blum Bump said we need to update the Trail map and plans. She'd like to see at least one trail completed. We need to finish building a walkway and we need educational signage. We are trying to extend the Greenway Trail. There are grant applications for that to build over the ravines to connect the trail. We are working towards acquiring easements from Route 9G to Guski Road. The project is bigger than we originally thought and the grant won't cover it all. Supervisor Blum Bump would like money in the budget to cover any costs that arise.

Councilwoman Crane suggests they document their need. She wants to see exactly what the money is for.

Councilman Ross would like hard facts regarding the money needed. If they want to adjust the amount of money needed, tell the Board specifically what the money is for. Maybe some can be taken from the Parkland Fund.

#### SUPERVISORS REQUEST

Supervisor Blum Bump requested more hours for office help. She would like a second person for about 10 hours per week to make the coverage of her office more consistent. Right now the part time secretary is there from 9 – 3 on Monday, Tuesday and Wednesday. She is part time and the office work is full time.

Councilwoman Crane asked Supervisor Blum Bump how many hours a week she herself spent in the office. She is not so willing to pay for additional help while the supervisor is not in.

Supervisor Blum Bump answered about four days a week, except that it has been more erratic lately because of family illnesses. We need more help because there are more meetings and they require more organization. We are generating more minutes than in the past. Then there were maybe 12 meetings or fewer per year. We have generated more work. She really would prefer a full time secretary for consistency in the office and for coverage in the office. She would like someone for 10 hours a week at least until the end of the year.

Business Manager Debbie Marks said that 23 ½ hours have been budgeted and the present secretary works 19 hours per week. It leaves some money.

#### LIGHTING

Business Manager Debbie Marks made a short presentation regarding lighting.

#### FIRE CONTRACTS

Councilman Ramsey asked how we finalize a budget without a contract. The contract expires at the end of this year. We need a Public Hearing to approve a contract with the Fire Department.

Councilwoman Crane said we do not need the attorney to negotiate a fire contract.

#### WATER DISTRICT

They provided good background documentation.

#### OTHER ITEMS

Business Manager Debbie Marks told the Board that we need to address someone helping Town Clerk Sue McCann with the minutes because of the number of meetings held and the length of them.

Councilman Ramsey suggested that Town Clerk McCann bring her request to the Board in writing.

Councilwoman Crane suggested maybe using a Temp. service for an on and off basis. Maybe a temp could help out with both the minutes and in the Supervisors office as needed.

Supervisor Blum Bump would prefer full time to keep a routine. She will look into seeing how many Supervisors have full time secretaries.

Supervisor Blum Bump announced that the Public Hearing for the budget is November 2, 2006 and we have to adopt the budget at the business meeting on November 14th.

Councilman Ramsey said that Morris Associates has information for the Highway Garage. We'd like to have them at the 13<sup>th</sup> workshop or 14<sup>th</sup> business meeting. Councilman Ramsey would like to make sure we re-schedule the meeting with the Firemen.

Supervisor Blum Bump said we will reschedule the meeting with the Firemen for the November or December business meeting. She wants it at a business meeting, not a special meeting. She feels it will get better coverage.

Councilman Ramsey would like it to be at the November meeting.

Supervisor Blum Bump said there is a lot going on. We don't know when the third community meeting is. She feels she has to check what else is going on and then she will decide when to reschedule the meeting with the Firemen.

Councilman Ramsey stated that we keep moving them out. The presentation will only be about 20 minutes.

Supervisor Blum Bump said she and Councilwoman Bordewich sat through the Firemen's presentation and it was longer than 20 minutes.

Councilman Ross asks how we are making out with interviews for our Town Justice.

Councilwoman Crane said that they have interviewed two, and will have three interviews on Wednesday. She and Councilwoman Bordewich interviewed the first two, and Councilwoman Crane is hoping to get Councilwoman Bordewich's input. Supervisor Blum Bump and Councilwoman Crane will interview the last three. She asked that the Board members fill in the weight criteria form she sent to the Board members.

On a motion by Supervisor Marirose Blum Bump, seconded by Councilman Harold Ramsey, move to adjourn the meeting at 11:00 p.m.

Adopted	Ayes 4	Blum Bump, Ross, Crane, Ramsey
	Nays 0	
	Absent 1	Bordewich

Respectfully submitted,

Claire W. Horst, Deputy Town Clerk