

Supervisor Mark Illig called the special budget workshop meeting of the Pulteney Town Board to order at 5:00 PM on Wednesday, September 9, 2020, at the Pulteney Town Hall with the Pledge of Allegiance.

Present were: Supervisor Mark Illig; Councilman Elizabeth White; Councilman Michael Yastremski; Councilman Tammy Tones; Councilman Kathleen Burns; Highway Superintendent Terry Gibson; Water Operator Chuck Dluzak; Bookkeeper Rebecca Welch; and Town Clerk Erica Giambra.

It is noted those in limited attendance wore masks and social distancing was practiced at 6 feet apart.

Supervisor Illig thanked those present and believes this is the best way, as a Board, to work together to build the tentative budget from the bottom up.

Packets were received of 2021 budget assumptions for the General, Highway, and Water Dept. funds, the adopted 2020 budget, and P&L and Balance sheets for General, Highway, and Water Accounts.

Supervisor Illig reported the taxable assessed value for the Town of Pulteney 2021 is \$284,650,587.00. For 2021, the tax rate per thousand is estimated at \$3.39 whereas in 2020 the rate was \$3.32. With the Town revaluation Assessor Oliver performed last year, the Town has an increase in revenue of \$21,122.06.

2021 General Fund Budget Assumptions: proposed 2% salary increase excluding Supervisor, Town Board, Justice, Assessor, and Historian; library budget increase of \$3,728.00 (if the voters of Pulteney approve at the November election); the removal of line item for Town Hall modification of \$20,000.00; and a reduction in employee medical insurance of \$3,000.00.

When reviewing the General line items, a main factor is attempting to determine a budgeted sales tax amount. For 2020, \$42,000.00 was budgeted. With COVID and several businesses closing, it is assumed there will be a County wide decline in sales tax revenue. The Board decided on adjusting to \$28,000.00 for 2021. After further discussion, the Board increased the line item amounts for cemetery sales, dog fines, SPCA contract, celebration expenses, and community garden.

2021 Highway Fund Budget Assumptions: proposed 2% salary increase per union contract; an increase in employee medical insurance of \$11,281.00 (due to an employee reduction in contribution for time spent per union contract). We continue to have Highway lease payments on the roller until 2021 and the 2018 Peterbilt until 2022. The payment for a used grader for the first year, will be offset by the sale of the existing grader, therefore there should be no financial impact for 2021.

When reviewing the Highway line items, Highway Supt. Gibson stated we need to decrease CHIPS funding from \$140,000.00 to \$130,000.00. Councilman White suggested to expand the verbiage of the line item contractual expenses under general road repairs to enlist specified repairs. Supervisor Illig agreed and will expand as database allows. The truck purchase line item for \$20,705.00 budgeted for 2020 can be removed.

2021 Water Fund Budget Assumptions: proposed 2% salary increase; removal of line item of \$5,000.00 for truck purchase; revenue of \$196,497.00 for additional tax for each resident in the Water District (payment goes toward capital bond); continued quarterly rate of \$105.00.

When reviewing the Water Dept. line items, the Board increased the cost of water to Penn Yan \$3,000.00, mostly due to the water usage this summer being excessive with

the hot, dry weather. Supervisor Illig reported to the Board there are 2 Town employees that do not take medical insurance, which as a result saves the Town financially. Currently, the employees are given \$1000.00 in return. He suggested the Board increase the amount to \$2,000.00. The Board agreed. Water Operator Dluzak mentioned the Highway employees receive a uniform allowance. He is consistently ruining his clothes due to chlorine and would like the Board to consider offering him an allowance as well. The Board agreed a line item should be added for uniforms in the Water Dept. of \$300.00.

When estimating the Fund balance, it is projected in the General Fund to be at -6,676.00, as over the years due to projects such as the Town Hall renovation and tennis/pickleball court, etc. has slowly contributed to a decline. Supervisor Illig stated we need to formulate a plan to build in \$20,000-\$30,000 as cash reserve into the General Fund. The Highway Fund balance is estimated at \$127,149.00 and the Water Fund balance estimated at \$77,067.00. Supervisor Illig reported the last few years have slightly hurt the Water Fund, as it once was at \$100,000.00, but due to emergency repairs and meter replacements has reduced. The quarterly water rate when the District began was \$132.00. The Board has been able over time to decrease that quarterly rate to \$105.00. It is expected to remain at the \$105.00 rate for 2021 and hopefully for future years to come.

Supervisor Illig asked if there were any further comments or questions. All denied. Supervisor Illig made motion seconded by Councilman Tones to adjourn the special budget workshop meeting. All in favor. Carried.

Meeting adjourned at 6:59 PM.

Erica Giambra, Town Clerk

