

TOWN OF CONSTANTIA
MINUTES – SUPERVISOR & BUDGET MEETING – October 1, 2018
9:00 am Constantia Town Hall

Present: Kenneth Mosley - Supervisor
Richard Colesante, John Metzger, Frank Tomaino, Thomas Moran – Council Members
Clare Haynes – Town Clerk
Wayne Woolridge - Highway Superintendent

CALL TO ORDER:

At 9:00 am Mr. Mosley called the meeting to order with the pledge of allegiance.

BOARD DISCUSSION:

Mr. Mosley brought the board members up to date on the property at 639 State Route 49, Ms. Denise Zotti. This property is part of the Bernhards Bay Water District. This property was given two curb stops which will now be on Ms. Zotti's tax bill, Ms. Zotti only needed one curb stop. Apparently during construction, 4 blue stakes were put by the road, Ms. Zotti only put one out. When the construction crews saw the additional stakes they made the determination that two would be sufficient. With two curb stops come two charges of \$365.47, Ms. Zotti will not need two and came to the meeting to discuss the situation with the board members. On the property owned by Ms. Zotti there are 3 camper hookups that have water and electric, the board is concerned Ms. Zotti might be opening a campground. Ms. Zotti offered to sign a document that she will never use the second curb stop or put campers on the spots indicated until speaking to the town for proper permits. After discussion the board was in agreement to charge Ms. Zotti one EDU.

Town Credit Card: Mrs. Haynes looked into the town opening a credit card. To open the card regulations state a person's name and social security number must be matched with the card. Mrs. Haynes updated Mr. Woolridge about the issue, he will be calling Pathfinder Bank for more information. This turned into a discussion on travel expenses and if the Town should set a per diem rate. Per diem means no receipts the employees are given in advance what the policy indicates what expenses the Town is willing to pay for. For example, if food allowance is \$35.00, if they spend more or less than this the difference is their responsibility. If using a cash advance, then the receipts need to be returned along with the leftover funds. The board members would like to know what other towns do and then fine tune it for Constantia.

Fuel Bid: The board members requested Mrs. Haynes to advertise for fuel bids, advertise as two separate bids, one for the town hall and one for the highway department. Mr. Woolridge can accept the bid that he receives, the board will decide for the town hall. Past practices and service can certainly be used when making a decision. Mrs. Haynes was asked with the help of Mr. Bader to contact Maribito about the overbilling for 2016.

Ms. Ladd from Central Square Central Schools contacted the board about using our building for the school budget vote in May 2019. The vote is the same day as the monthly town board meeting. Mr. Mosley asked the board to vote on changing the meeting, Mr. Tomaino voted yes, the remaining board members voted no. Mrs. Haynes will contact Ms. Ladd to notify her of the decision.

Sexual Harassment Prevention Policy: Mrs. Haynes gave the board members the proposed sexual harassment prevention policy that the State is requiring all employers to approve. NYS does have a template of a policy, Mrs. Haynes has used this to create one for the town of Constantia along with the required reporting form. Please review for possible acceptance at the next town board meeting.

2019 BUDGET:

Mrs. Haynes gave the board members the tentative budget for 2019. Mr. Metzger asked if the budget at this point meets the tax cap, Mr. Mosley replied yes.

Ms. Butler wanted the board to know that page 1 has an error that Mr. Baxter will need to look at: General OV Fund B shows an increase of 532.74% this is incorrect. Talk turned to the B fund as it relates to the Highway Budget, Ms. Butler did find an A line that the sewer money can be transferred to, this needs some more discussion.

Mr. Woolridge starting with personal services as it relates to the highway employees, Mr. Woolridge did speak to his employees about a 1.5% increase. The problem is Ms. Butler does not have the amount of increase from the insurance company, this can be a factor when considering increases. Mr. Woolridge did increase DB5110.1 PS to account for the additional payroll.

The board continued to review lines in the budget with the following as possible changes:

A1010.1 Legislative Board PS Mr. Moran believes this should be increased, the board is having more meetings and has not had a raise in many years. The increase amount will be considered after the total budget is reviewed.

A1355.11 Assessor PS decrease to \$27,744.00 which equals a 2% increase

A1355.4 Assessor CE 11.4% increase, Mr. Mosley will ask Mr. Wheeler why such a big increase

A1620.12 Bldgs & Grounds PS2 increase by \$55.00 equals 2% increase

Ambulance did not request an increase. The board discussed the recent theft that occurred at North Shore Ambulance. It was requested Mr. Mosley contact Mr. Robbins from the ambulance to ask what policies they have put into place to guard against this happening again.

A5010.1 Highway & St. Admin PS increase \$1,100.00 equals a 2% increase

Discussion turned to the purchase of the repeater and new radios for the highway department. Mr. Woolridge indicated that Bush Electronics the vender doing the work can bill some in 2018 the remaining in 2019. The question as to what fund will pay for this purchase, more information will be needed before a determination can be made.

A9950.92 was decreased to zero. Mr. Woolridge would like to see this line funded again, the bathhouse will need a new roof, hoping to pave the parking lot, install cameras, pour a concrete pad for an existing building plus install the playground. Discussion will continue at the next budget meeting on October 9th at 9am.

ADJOURN:

At 12:20 am the meeting adjourned.