

Catskill Town Board Committee Meeting
Catskill Town Hall
June 16, 2021 6:30 pm

PRESENT: Dale Finch, Supervisor
Jared Giordiano, Councilman
Patrick McCulloch, Councilman
Paul Vosburgh, Councilman

ABSENT: Dawn Scannapieco, Councilwoman

Supervisor Finch opened the meeting with the Pledge of Allegiance. Michael Torchia of Sickler, Torchia, Allen & Churchill CPA spoke to the board regarding the health of the Town's finances. He reviewed the AUD from last year. He stated Kirsten is doing a very good job with the books. The overall health of the town is good. The current debt to equity ratio excluding the sewer district is 2:1. He would like to see 3:1. The town has very little reserves. With the budget going forward he would like to look at equipment reserves, capital improvements and start reserving to build them up. He also would to see the town implement a long range plan, 3 to 5 years, to figure out how much to establish in the reserves.

He reviewed the fund balance which is \$3.3 million but \$1.2 million cannot be spent; \$900,000 in landfill and \$300,000 in a permanent fund which we can only expend interest. He is looking into the permanent fund to see if there are any restrictions. The town may want to look at the opportunity to reinvest money in a money market account to try to generate income to leave accessible fund balance that will also line up with the debt to equity ratio. He stated there is no hard or fast rule as to how much the fund balance should be but the rule of thumb is to have six months of operating expenses.

The town has been using \$100,000 from the highway fund balance to keep taxes down but that is not a good long range plan. The town should look at the build-up of the general fund balance. Councilman Giordiano stated the A Fund has always been a problem. Mr. Torchia stated the DB Fund has a \$36,000 surplus and the town may want to take a year or two and put more tax in the A Fund and less in the DB Fund. The tax rate would stay the same. The town should also keep budget expenditures as realistic and conservative on the revenue side. It cost money to run a town and the 2% tax cap is tough.

Mr. Torchia spoke of long range plans for equipment and buildings. The town keeps bonding trucks on a regular basis. Councilman McCulloch stated we have an aging fleet. The highway has so many pieces of equipment. Mr. Torchia suggested an intermunicipal agreement for the purchases of loader, grater etc. Supervisor Finch stated he spoke with George regarding the ambulance and putting money in the reserves. Mr. Torchia gave the Supervisor the State Comptroller's book on reserves for the board to read. Supervisor Finch stated mortgage tax has been good. Mr. Torchia suggested taking the surplus of what was budgeted and placing it into reserves.

Mr. Torchia stated these are notes to touch on and we can talk about anything the board wishes to address. He stated there are funds that owe other funds and these need to be settled.

Supervisor Finch asked about infrastructure and Mr. Torchia stated he will see if there is a guideline for use of pandemic money and what it can be spent on.

The DA Fund use was discussed. Supervisor Finch stated we will get together budget time and thanked Mr. Torchia for coming to the meeting.

RESOLUTIONS:

Resolution # 60-2021 on motion of Councilman Giordiano second by Councilman Vosburgh approving the July to December billing for Cementon Sewer in the amount of \$297.75 per unit. Adopted Vote: 4 Yes 1 Absent (Scannapieco)

Resolution # 61-2021 on motion of Councilman McCulloch second by Councilman Giordiano adopting the Map, Plan and Report for the Leeds & Jefferson Heights Sewer District and scheduling a public hearing under Town Law Section 12-A for July 6, 2021 at 6:30 pm. Adopted Vote: 4 Yes 1 Absent (Scannapieco)

HVAC Town Hall – Supervisor Finch stated he received three quotes. One is from Ashley Mechanical Inc. in the amount of \$19,900 with a lead time of ten weeks; Family Danz \$34,600 to replace both units; and Huber Enterprises \$10,800 (one unit) if it can still be done for that number. Councilman McCulloch stated to do one for now. Supervisor Finch to begin building specs. Councilman Vosburgh stated the front of the building needs to be painted and to do a RFP.

Senior Center – The center will open July 6th. Academy Street needs to be paved. We need a price to restripe the parking lot. We will try to do the landscaping in-house and also look at the landscaping at the rescue squad. Councilman Giordiano stated to reach out to Cultivate Catskill.

Ball Field – Supervisor Finch reviewed the quotes for the fencing. Roma Fence Co. \$38,000 with bottom rail \$42,000; Albany Fencing \$36,550 will all rails; A & C Fencing \$22,750 total. The leagues each have \$7,500 grant money. American Legion may use at least \$3,000, maybe \$5,000. The fencing can be done in August. Councilman Vosburgh stated to lock in the price. *Resolution # 62-2021 on motion of Councilman Giordiano second by Councilman Vosburgh to accept the quote from A & C Fencing to replace the fence at the ball field with the Town's share being no more than \$7,500. Adopted Vote: 4 Yes 1 Absent (Scannapieco)*

Central Garage – the lift will be reviewed at the next meeting since a person will be there tomorrow to see if it can be fixed. Councilman McCulloch stated we have four quotes to replace.

Highway – Councilman McCulloch stated we need a new tractor and mower. Shawn cannot find a new mower but believes we can utilize the mower attachment for the new tractor. This is only a bandaid however. Supervisor Finch asked if this was the right piece of equipment. He did not want to make a mistake but will go with how board feels. Councilman McCulloch stated this is the Shawn's call as it is his department. The tractor we can get tomorrow but the mower is the issue. *Resolution # 63-2021 on motion of Councilman Giordiano second by Councilman Vosburgh authorizing the purchase of a 2021 Farmall Utility 105A tractor in an amount not to exceed \$52,679. Adopted Vote: 4 Yes 1 Absent*

With no further business, Supervisor Finch asked for a motion to enter executive session to discuss personnel issues. Motion by Councilman Giordiano inviting the Town Clerk, second by Councilman Vosburgh. Executive session began 7:48 pm.

Motion to end executive session and resume the meeting made by Councilman Giordiano second by Councilman McCulloch. Meeting resumed 8:33 pm.

Resolution # 64-2021 on motion of Supervisor Finch second by Councilman McCulloch to amend the Town of Catskill Budget Schedule to change the grade of the Town Court Clerks to Grade 4 with a rate of pay of \$19.99 per hour effective Monday, June 21, 2021. Adopted Vote: 4 Yes 1 Absent (Scannapieco)

Resolution # 65-2021 on motion of Councilman Vosburgh second by Councilman Giordiano to hire Jamie Story as PT Clerk at the Robert C. Antonelli Senior Center effective June 21, 2021 at a rate of pay of \$16.58 per hour pending the outcome of pre-employment screening. Adopted Vote: 4 Yes 1 Absent (Scannapieco)

Councilman Vosburgh asked when the county will start to cook at the center. Supervisor Finch stated there are no congregate meals until August. There are a lack of employees to resume cooking at the center. He stated he will be happy to have the center open again.

With no further business, a motion to end the meeting was made by Councilman Giordiano second by Councilman Vosburgh. Meeting ended 8:37 pm.

Respectfully submitted,

Elizabeth Izzo
Town Clerk