

September 19, 2012

A regularly scheduled budget work session of the Lockport Town Board was conducted at 1:00 p.m. on Wednesday, September 19, 2012 at the Town Hall, 6560 Dysinger Road, Lockport, New York.

Present were:

Supervisor: Marc Smith

Town Council Members: Paul H. Pettit  
Mark C. Crocker  
Cheryl Antkowiak  
Paul W. Siejak

Also present: Daniel E. Seaman, Town Attorney, Kate Carter, Senior Account Clerk, Robert Klavoon of Wendel-Duscherer and Judith Newbold, Deputy Town Clerk.

The meeting began with Supervisor Smith explaining the process of reviewing the budget and pointing out this is a "Work Copy" of the 2013 Town Budget and not the "Tentative Budget" as of this meeting.

1. **Deputy Clerk** - nothing to report.

2. **Attorney** - nothing to discuss at this time.

3. **Engineer** – Rob reported the contractor has reseeded the water line crossing at Red Creek. He feels by the next work session he will be recommending final close out of that project. The grass is beginning to grow but the contractor has reseeded it one more time last week.

**Councilmember Antkowiak** reported she will be meeting with Beverly Federspiel from the Lockport Library on October 14, 2012 to go over new programs in lieu of the kids programs that were scheduled for the Town Hall this fall. There will be a "meet the author" program scheduled for November and several other ideas and dates. They will also be holding four more classes in the "Key Program" computer education series.

She also reported the Fall Festival will be held Sunday, October 21, 2012 from 1:00 – 3:00 p.m. at the Town Hall Complex. The Recreation Committee has met and is ready with all of the details. She invited any one who would like to volunteer to come out to the occasion.

A new event on the calendar for this year will be the Winterfest. This event will be held in conjunction with the City of Lockport and several other community groups. A parade will take place on Saturday evening November 24, 2012 at 6:00 p.m. and the Town will be represented with a horse drawn wagon decorated to the theme "Winter Wonderland". There will be an event the next day November 25, 2012 from 12:00-3:00 p.m. held at the Day Road Park which will include hay rides, cookies, hot chocolate, and games for the children. We will introduce Santa for the holiday season at this event.

Cheryl also met with Ken Horvath regarding the Day Road Park Memorial Tree Program. There will be one tree that will need to be moved when Stedman's Farm replaces it.

She and Rob Klavoon will also be setting up a meeting to discuss the Day Road Park pavilion.

**Councilmember Siejak** wished to remind everyone about the Free Rabies Clinic which will be held on Saturday, September 22, 2012 from 2:00 p.m. to 4:00 p.m. in the highway garage at the Town Hall Complex.

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He also reported that it was a very successful month for our electronics recycling program at the Town Hall. In August we collected 7,231 lbs. which was valued at 8.6 cents per pound, totaling \$621.87. He presented a spread sheet to the Supervisor which gauged the totals for the year. Our present accumulation for this year is 23,244 lbs for a total of \$1,437.81. These monies will go back into the general fund.

**Supervisor Smith** reported that the Assessor's office has put in a request for additional funding for education for this year. The required classes are being offered this fall and will not be offered again before the necessary time expires.

**MOTION (2012-146)** was made by Councilman Siejak, seconded by Councilman Pettit to approve an additional \$1500.00 for mandatory classes for the Assessor's Department in 2012. The motion was APPROVED: AYES – 5, NAYS – 0. Voting AYE: Pettit, Smith, Crocker, Antkowiak and Siejak.

Supervisor Smith has received a request from Jill Lederhouse, Town Assessor to request Board approval for a reinstatement of Pat Dufour to the Board of Assessment Review, her reinstatement date would be 10/01/2012.

**MOTION (2012-147)** was made by Councilmember Pettit, seconded by Councilmember Crocker to reinstate the appointment of Patricia Dufour to the Board of Assessment Review. The motion was APPROVED: AYES – 5, NAYS – 0. Voting AYE: Pettit, Smith, Crocker, Antkowiak and Siejak.

He stated he has received an appeal from the Recreation Commission to approve two contracts for fall programs. One contract will be with Medina Railroad and the other with Becker Farms. These contracts would provide Town residents with coupons offering discounts on certain events at the particular venue.

**MOTION (2012-148)** was made by Councilmember Antkowiak, seconded by Councilmember Crocker to approve a contract for the fall and winter season of 2012 with Medina Railroad providing the Town residents \$2.00 off the Fall Foliage rides and Polar Express. The motion was APPROVED: AYES – 5, NAYS – 0. Voting AYE: Pettit, Smith, Crocker, Antkowiak and Siejak.

**MOTION (2012-149)** was made by Councilmember Antkowiak, seconded by Councilmember Crocker to approve a contract for the fall of 2012 with Becker Farms providing the Town residents \$2.00 coupons to redeem for the Haunted Forest Hayride and Pumpkin Fiesta. The motion was APPROVED: AYES -5, NAYS – 0. Voting AYE: Pettit, Smith, Crocker, Antkowiak and Siejak.

Supervisor Smith also received a request from Dave Miller, Highway Superintendant to purchase a new truck and plow for the winter season. This is a 10 ton truck and provides better efficiency in some situations to have the use of the smaller size vehicle. This truck will be purchased either through state bid or through the bidding process. This vehicle is already included in the 2011 budget and he requested authorization to purchase.

**MOTION (2012-150)** to purchase a 2013 4300M7 4X2 single axle 10 ton dump truck with plow set up for the Town Highway Department was made by Paul Pettit, seconded by Paul Siejak. The motion was APPROVED: AYES – 5, NAYS – 0. Voting AYE: Pettit, Smith, Crocker, Antkowiak and Siejak.

As well as making everyone aware that all the Highway Department's listed paving projects have been finished, Supervisor Smith brought everyone up to speed on an issue that is taking place in the in Carlisle Gardens. After the sidewalk replacement project was completed, many of the residents inquired as

to whether some of the trees that had to be removed over the last decade could be replaced by the Town. Wendel Engineers has since given a list of about twenty possible trees that would be appropriate for the area and Dave Miller has chosen a couple of different styles that the highway department will be planting. The hope is to get about three dozen put in this fall and to continue updating through the years to maintain the character of the neighborhood. These funds will come out of the sidewalk district fund for Carlisle Gardens.

#### **BUDGET SESSION**

Kate Carter distributed a “working copy” of the budget to all present as Supervisor Smith reported they anticipate an approximate \$6.00 decrease from last year. Some districts will be going up and some down, but the net effect will be approximately \$6.00. He stated the present Board is very money conscious and thanked Kate Carter for all her hard work. He asked that the council go through the budget page by page to save time.

#### **SUMMARY PAGE–**

Supervisor Smith pointed out an item of note on this page, in the final line there is an increase of 0.933 in the amount to be raised by taxes. After looking at all the groups, graph information provided by Wendel Engineering, bond information and future profitability, it is obvious that although the increase in the water rates helped this fund, it still continues to struggle. The monies from this increase will need to go into the water district fund to prepare for any future needs.

#### **PAGE 1-GENERAL FUND/GENERAL GOVERNMENT SUPPORT**

(Justices)Personal Services - A1110.1 - Increase \$12,000 - Court Security (funds moved from page 5 “Police/Constable Personal Services”)

#### **PAGE 2-GENERAL FUND/GENERAL GOVERNMENT SUPPORT**

(Assessor)Equipment - A1355.2 – Increase \$4,000 - Microsoft Office Update  
Contractual Expenses A1355.4 – Increase \$5,000 - extra Gar (Appraisal Co.)

(Attorney)Personal Services – A1420.1 – Increase \$2300- Salary  
Supervisor Smith stated all elected/non- elected officials had a 2% increase

(Engineer)Contractual Exp. – A1440.4 – Increase \$20,000 – Comprehensive Plan Update

#### **PAGE 3 –GENERAL FUND/GENERAL GOVERNMENT SUPPORT**

(Buildings)Contractual Exp. – A1620.4 – Increase \$26,200– Micro coating & Striping @ Town Hall  
Capital Improvements Misc. Buildings – A1626.2 – Increase \$40,000 -Roof Repair @6570 Dysinger Road

#### **PAGE 4 –GENERAL FUND/GENERAL GOVERNMENT SUPPORT**

(Special Items)Unallocated Insurance – A1910.4 – Increase \$30,000 – Rate increase/Additional Insurance Day Rd. Park Bathrooms & 6570 Dysinger Rd.

#### **PAGE 5 –GENERAL FUND/PUBLIC SAFETY**

(Police/Constable)Personal Services – A3120.1 – Decrease \$18,000. – Empty Account moved to Court Security

#### **PAGE 6 – GENERAL FUND/PUBLIC SAFETY**

(Demolition of Unsafe Buildings)Contractual Expenses – A3650.4 – Increase \$5,000 – Underfunded (demolition costs are high, fund is too low)

#### **PAGE 8 –GENERAL FUND/TRANSPORTATION**

(Superintendent of Highways)Personal Services–A5010.1–Increase \$1,200–Salaries  
Equipment - A5010.2 – Decrease \$1,000 – Unused  
Contractual Expenses – A5010.4 – Decrease \$1,000 - Unused

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PAGE 8(continued)

(Garage)Contractual Expenses – A5132.4 – Decrease \$4000 - Unused

(Street Lighting)Contractual Exp. – A5182.4 – Decrease \$3000 - Unused

PAGE 9 – GENERAL FUND/ECONOMIC ASSISTANCE & OPPORTUNITY

(Programs for the Aging)Contractual Expenses–A6772.4–Increase \$1000-Programs \$900.00 Dale Association-Rapids Senior Center \$100.00

(Other Economic Opportunities)Contractual Exp. – A6989.4 – Increase \$5000-  
Trying to place this line item closer to actual expenses/NIMAC/Gateway/ICSC

PAGE 10-GENERAL FUND/CULTURE & RECREATION

(Parks)Equipment & Cap. Imp –A7110.2 – Increase \$25,000 – Gazebo & Lytle Park  
May be offset by fundraising by Councilmember Antkowiak

Contractual Expenses – A7110.4 – Increase \$4000 – Trail work @ John Austin Park

At this point there was a discussion about how the sales tax will affect our budget.  
Supervisor Smith stated there is a projected \$150,000.00 increase from last year's  
budget from sales tax.

PAGE 11-GENERAL FUND/CULTURE & RECREATION

(Library) Contractual Exp. – A7410.4 – Increase \$2000 – K.E.Y. Computer Classes  
The library has reported they will return the additional \$2000.00 if the classes do not  
take place.

PAGE 13-GENERAL FUND/HOME & COMMUNITY SERVICES

(Planning)Personal Services – A8020.1 – Decrease \$2000 – based on needs for  
planning for the upcoming year

PAGE 14- GENERAL FUND/HOME & COMMUNITY SERVICES

(Cemeteries)Contractual Expenses – A8810.4 – \$2,500 – Repair Monuments

PAGE 15-GENERAL FUND/UNDISTRIBUTED

(Employee Benefits)State Retirement - A9010.8 - Increase \$47,000  
Hospital & Medical Insurance – A9060.8 – Increase \$46,000 – Kate Carter asked  
that additional funds be added since there was a new employee after the printing of  
the Budget

PAGE 16-GENERAL FUND ESTIMATED REVENUES

(Other Tax Items)Non-Property Tax Distribution-County-A1120-Increase \$52,350-  
Additional sales tax of \$100,000 minus \$50,000 that will be transferred to the  
highway fund per Kate Carter

PAGE 18- GENERAL FUND ESTIMATED REVENUES

(State Aid)Mortgage Tax – A3005 – Increase \$35,000 – Had not accounted for  
revenue figure

PAGE 19-HIGHWAY APPROPRIATIONS/TOWNWIDE

(General Repairs)Personal Services – DA5110.1 – Decrease \$8,150 – a portion of  
the funds from A1120 (\$30,000) will be transferred to this account per Kate Carter

(Snow Removal)Personal Services – DA5142.1 – Increase \$2,600 – Winter Forecast  
Contractual Exp. – DA5142.4 – Increase \$35,000 – Weather Forecast/Fuel Costs

PAGE 20-HIGHWAY APPROPRIATIONS/TOWNWIDE

(Employee Benefits)Hospital and Medical Insurance – DA9060.8 – Increase  
\$14,000- a portion of the funds from A1120 (\$20,000) will be transferred to this  
account per Kate Carter

Councilman Crocker questioned the lack of increase on the (Highway Appropriations/Employee Benefits/State Retirement – DA9010.8) line, Kate Carter reported this line was not increased as we have two employees who will be retiring from this department in 2013, plus previous expenses have not reached this budget line item to date.

**PAGE 21-HIGHWAY REVENUES/TOWNWIDE**

(State Aide) Consolidated Highway – DA3501- Increase \$10,000 – line was adjusted to meet actual funds from prior year

**PAGE 22-WATER DISTRICT #3 APPROPRIATIONS**

(Employee Benefits)State Retirement–SW9010.8 – Increase \$6,000 – Cost increase Hospital & Medical Insurance – SW9060.8 – One employee retiring/previous expenses have not reached budgeted amount

(Transmission and Distribution)Equipment – SW8340.2 - Increase \$30,000 – Department in need of a new truck

(Debt Service Principal)Serial Bonds – SW9710.6 – Decrease \$18,534 – Interest is decreasing as principal becomes smaller

**PAGE 24-WATER DISTRICT #3 ESTIMATED REVENUES**

(Departmental Income & Tax Items)Real Property Taxes – SW1001 – Increase \$150,000 – To increase scarce fund balance for potential major repair/increase will be mostly offset by decrease in fire district costs (offset by sales tax monies)

**PAGE 25-FIRE PROTECTION DISTRICT**

(Fire Protection)Contractual Exp. –SF3410.4 – Increase \$50,000 –Based on contract Benefits Program – SF9055.8 – Increase \$10,000 – Estimate of Benefits Costs

**PAGE 25-ESTIMATED REVENUE**

(Department Income and Tax Items)Real Property Taxes – SF1001 – Increase \$150,000 – will be offset by sales tax revenue

**PAGE 26-SEWER DISTRICT #3 OPERATING APPROPRIATIONS**

(Sewage Collecting System)Personal Services – SS8120.1 – Increase \$3,000 – Equipment – SS8120.2 – Increase \$2,500 –New truck for department

(Sewage Treatment and Disposal)Contractual Exp. – SS8130.4 – Increase \$40,000

**PAGE 27-SEWER DISTRICT #3 OPERATING APPROPRIATIONS**

(Employee Benefits)State Retirement–SS9010.8 – Increase \$6,000 –State Increases Hospital & Medical Insurance – SS9060.8 – Increase \$6,200 – Estimated Increases

Supervisor Smith discussed the opportunity to make needed improvements to the Carlisle Gardens and Lincoln Village Water & Sewer District without digging up resident's yards, it will increase stability and help the district last a long time. This is possible because of additional funds that were collected over the last four years with changes to the rates.

**PAGE 33-REFUSE DISTRICT #2 APPROPRIATIONS**

(Administration)Contractual Exp. Waste Management – SR8161.4 – Increase \$16,500 – Contract Increase 1.5% from Waste Management (Each home is charged \$180.63) Increase will come from fund balance per Kate Carter

**PAGE 38-CARLISLE GARDENS SIDEWALK DISTRICT ESTIMATED REVENUES**

(Department Income and Tax Items)Interest & Earnings – SM2401- Decrease \$100 Lower rates

PAGE 40-CARLISLE GARDENS LIGHT DISTRICT EST. REVENUES  
(Department Income & Tax Items) Interest & Earnings – SL2401 -Decrease \$100 –  
Interest Decrease/lower rates

LAST PAGE-SCHEDULE OF SALARIES OF ELECTED TOWN OFFICERS  
2013 - 2% Increase – Raise schedule for Officers

Councilmember Siejak inquired as to whether the 2% raise will be listed across the board as they have had no contact from the CSEA as of this time and nothing has been settled. Supervisor Smith confirmed a 2% raise for officers plus whatever contractual requires. Nothing can be determined at this time.

Supervisor Smith addressed the press regarding questions on the actual decrease to the average homeowner, he stated they had made so many changes to the "work copy" of the budget they will not be able to release it to the press today. Kate Carter stated that however, the tax rate should not change and should be a \$6.42 decrease on average for a home valued at \$100,000.00. Supervisor Smith then asked Kate to print copies for the press.

After some discussion it was decided there is a typo on page 25 that will need to be corrected. Page 25 should read: (Department Income & Tax Items)  
Real Property Taxes – SF1001-  
(Actual 2011- \$1,113,500) - (Budget 2012 – 1,129,700) – (Budget 2013 -1,029,700)  
Non-Property Tax Dist. – SF1120 –  
(Actual 2011-\$125,000) - (Budget 2012 – 175,000) – (Budget 2013 – 325,000)

He explained to the press that the water fund balance had decreased so much, even after changing the rate last year this had only stabilized the fund and did not increase it. Wendel is also working on the future water and sewer projects to get a good idea of what we will need to do to make sure the infrastructure is in a good, healthy position.

Supervisor Smith announced the next Budget Work Session will be held at 1:00 p.m. on Wednesday, September 26, 2012. At this time he expects they will be approving the Tentative Budget.

Dan Seaman had left during the Budget Session and returned during the Executive Session.

#### **EXECUTIVE SESSION**

**MOTION (2012-151)** to enter executive session at 2:19 p.m. for the purpose of discussing a personnel matter was made by Councilmember Pettit, seconded by Councilmember Antkowiak. The motion was APPROVED. AYES – 5, NAYS -0. Voting AYE: Pettit, Smith, Crocker, Antkowiak and Siejak.

#### **EXECUTIVE SESSION ENDED, WORK SESSION RECONVENED**

**MOTION (2012-152)** to resume the budget work session and regular business meeting at 2:45 p.m. was made by Councilmember Crocker, seconded by Councilmember Siejak. The motion was APPROVED. AYES – 5, NAYS – 0. Voting AYE: Pettit, Smith, Crocker, Antkowiak and Siejak.

#### **ADJOURNMENT**

**MOTION (2012-153)** to adjourn at 2:45 p.m. was made by Councilmember Crocker, seconded by Councilmember Pettit. The motion was APPROVED. AYES – 5, NAYS – 0. Voting AYE: Pettit, Smith, Crocker, Antkowiak and Siejak.

Respectfully Submitted,

Judith A. Newbold  
Deputy Town Clerk