

Town of St. Armand  
Wednesday, October 16, 2019 – 6:15 pm  
Public Hearings – Introduction of Local Law No. 2 of 2019 Tax Cap Override  
Introduction of Local Ordinance No. 2 of 2019 – St. Armand Water Ordinance  
Wednesday, October 16, 2019 – 6:30 pm  
Budget Work Session

*These Meeting Minutes were approved by the Town Board on January 14, 2020.*

A Public Hearing and a Budget Work Session of the Town of St. Armand were held on the above date and times at the Town Hall, Bloomingdale, NY.

**BOARD MEMBERS PRESENT:**

Town Supervisor Davina Winemiller, Deputy Supervisor D. Joseph Bates, Councilperson Donald Amell, Councilperson Jennifer Fuller and Councilperson Karl Law  
*A quorum of the Board was in attendance.*

**TOWN EMPLOYEES PRESENT:**

Highway Superintendent Douglas Snickles, Wastewater Superintendent Stanley Ingison, Town Accountant Donna Bramer, and Town Clerk Barbara Darrah.

**GUESTS:** There were no guests present.

Notice was posted regarding the date of this meeting.

Supervisor Davina Winemiller called the Public Hearing to order at 6:15 pm and immediately asked all to stand for the Pledge of Allegiance.

**PUBLIC HEARING:** “Introduction of Local Law No. 2 of 2019 – Tax Cap Override

Supervisor Winemiller asked Town Clerk Barbara Darrah to read the Public Notice aloud.

Darrah: Notice is hereby given that the Town Board of the Town of St. Armand, Essex County, New York, will meet at the Town of St. Armand Town Hall, 1702 NYS Route 3, Bloomingdale, New York 12913, on the 16<sup>th</sup> day of October, 2019 at 6:15 pm for the purpose of conducting a Public hearing on introducing proposed local law # 2 of 2019 entitled: “A Local Law to Override the Tax Levy Limit Established in General Municipal Law s3-c”. Please take further notice that a copy of the proposed local law may be reviewed upon request from the Town Clerk of the Town of St. Armand. This notice was published on October 7, 2019.

Winemiller: Does anyone from the public care to comment on the proposed Local Law to Override the Tax Cap? No one raised comment to the propose Local Law.

Winemiller: Does any Board member have any questions or comments regarding the Local Law? There were no questions or comments from the Board members.

Winemiller: Can I have a motion to close the Public Hearing please?

Jennifer Fuller: I make a motion to close this Public Hearing.

Karl Law: I make a second motion to close.

Winemiller: All in favor?

Board members: AYE.

Winemiller: This Public Hearing is now closed.

**PUBLIC HEARING:** “Introduction of Local Ordinance #2 – St. Armand Water Ordinance

Supervisor Winemiller asked Town Clerk Barbara Darrah to read the Public Notice aloud.

Darrah: Notice is hereby given that the Town Board of the Town of St. Armand, Essex County, New York, will meet at the Town of St. Armand Town Hall, 1702 NYS Route 3, Bloomingdale, Nye York 12913, on the 16<sup>th</sup> day of October, 2019, at 6:15 pm for the purpose of conducting a Public hearing on introducing the proposed Local Ordinance No. 2 Of 2019 entitled: “Town of St. Armand Water Ordinance”. Please take further notice that a copy of the ordinance may be reviewed upon request from the Town Clerk of the Town of St. Armand. This notice was published on September 26, 2019.

Winemiller: Does anyone have any questions, comments or concerns regarding the proposed Water Ordinance? There were no questions, comments or concerns.

Winemiller: Does any Board member have any questions, comments or concerns?

There were no questions or comments from the Board members.  
Winemiller: Can I have a motion to close the second Public Hearing?  
Deputy Supervisor D. Joseph Bates: I make a motion to close this Public Hearing.  
Jennifer Fuller: I make a second motion to close.  
Winemiller: All in favor?  
Board members: AYE  
Winemiller: This Public Hearing is now closed.

## WATER DEPARTMENT

Jeffrey Cotter: I am going to go do some readings for Barb. I am going to stop and see Mr. Abendroth. What happened with him a few years ago, is I actually marked his line because he had planned on putting a curb stop in and for whatever reasons they didn't do it. Maybe they are looking at going South, but I don't know.  
Winemiller: He called to ask the Town to help. I explained that it is his property and we cannot. Then he said because it was on the other side of the road, he was told even if he shut it off, the water was still going to run and it would freeze. Winemiller told him that she cannot speak to that and that he would need to speak to Jeff. Winemiller reported she sent an email to Jeff with his contact information.  
Cotter: I did locate the shut off which I could not turn, so I recommended to him to go onto his yard where I had marked it and put a new one there, so he could at least secure the water to his house. Then if something ever happens with the curb stop that is there now, which is really old, just address it as an emergency like we would for any of the other mains. It's about a foot from the main.  
Donna Bramer: I was talking to Derrick Martineau the other day, and he had a really good idea. He said in some of the towns, when someone asks for there water to be turned off, they actually put a lock on the curb stop and then the town has to go back and unlock it before it can be turned back on again.  
Cotter: We have one. For the curb stops?  
Bramer: Well like, you guys were saying that some people turn the water back on without the town knowing it....  
Cotter: We actually have a lock that the town purchased where we can lock them out. We have used it.  
Darrah: That keeps it from turning on. But people still turn water off. Teddy's just came in yesterday and said he turned the water off. And the people on St. Regis, they just turned the water on.  
Bramer: Then he should be locked. That is what I am saying. When they turn it off, or ask for it to be turned off, if it gets locked, then the town has to turn it back on again. He shouldn't be able to turn it on and off.  
Darrah: Exactly. They should not. But, we only have one lock, right? (to Jeff).  
Cotter: We do only have one. They cost around \$80 and we would have to get a bunch of them. And, in cases like that we don't really know it happened unless they say something.  
Donald Amell: We got specifically because we were suspicious of that happening. But there is only the one set.  
Cotter: We used it and the word got around quick that we had a lock. They were passing the key around at one point, but they stopped it.  
Winemiller: About four years ago, we had a customer call to have the water off. Jeff responded and shut it off, but someone saw Jeff turning it off and went over and turned the water back on. The customer ended up having the pipes break and flooding because the water was turned back on. But it wasn't turned back on by the Town.  
Cotter: I just spoke with a customer who owns an apartment building on Main St. and his home is on St. Regis and he has not had the meters/readers repaired on either at this point. The customer states the footings on the house are unstable and he does not dare go under the porch with his bad back and poor jack supports of the house. He told Jeff he would purchase the meter but cannot get under the house.  
Cotter: I told him I would relay this to the Board.  
Winemiller: He could hire someone to do so. We can't make exceptions like that; it's not fair to everybody else.  
Darrah: I think this would be a really good time to bring up that a year and a half ago, we had 50 flat rate customers whose meters or readers didn't work, we are now down to 11.  
Cotter: I'm curious to see now if they insulate properly. I know Tedford is telling his people to insulate. This winter maybe we don't jump way up with consumption.  
Winemiller: Do you know if Tedford is telling them to do the heat tape?  
Cotter: He is, but I don't know if they are doing it.  
Winemiller: It's critical.

Winemiller: Before we start the Budget Work Session we had a gentleman pop in with an aerial photograph of Bloomingdale. He is selling them. It is a beautiful picture. I am going to let him speak.  
Greg Cromer: I am an aerial photographer and I have been traveling the country for the last 11 years. This year, I decided I was going on a quest to photograph every town in the Adirondack Region and I wanted to show off the one I took here.  
Bramer: Is that with a drone?  
Cromer: No, no, no. These are airplanes. I am too high to be legal for drone work. They are allowed up 400 feet and I like to get above the mountain, so you can see the mountain behind the mountain behind the mountain.  
Bramer: Did you sell these to the Town of Jay?  
Cromer: Yes.  
Bramer: They have three of them up. I saw them this morning.

Cromer: This size 20 X 28 is \$195 with the frame. I have them ranging from \$95 to \$295. On any size, if you purchase one, and I only make this available to Town Councils, Chambers, etc., you can purchase the digital file for an additional \$50. It is good for any use except for resale: Website, Facebook, Tourism, etc.

Winemiller: It is a beautiful photo, and he has left his information for us to contact him if we decide to buy one.

Cromer: Thank you for your time.

## BUDGET WORK SESSION

Davina Winemiller called the Budget Work Session to order at 6:31 pm

Winemiller distributed the updated tentative budget to the Board.

Winemiller: Basically, it's a finagle in the General Fund and the Highway Town Fund. Last week we talked about the Highway Garage and the stairs in the Town Hall. We had it in the General A fund. I asked Kevin Rowland from the Comptroller's Office if we could put the Highway Garage repairs in the Town-wide DA Fund because our General A fund was so tight. He said we could because it was the same tax base. Up on the top of the page, I gave you the 2019 and 2018, so you would have a comparison on the tax rates. We have \$60,923 in the NBT Bank savings account fund, and that money has been in there for well over 10 years without being touched. So, I personally feel that our best option is to remove the \$35,000 for the stairs and the \$30,000 for the highway garage repairs from the A fund. Then, use approximately \$30,000 - \$35,000 from the NBT Bank savings account, to do the stairs. Then add \$35,000 from the General A fund to the Highway DA fund for the Highway garage repairs. Don't forget we are hopeful that we will get that money back. In addition, remember we originally set aside \$50,000 set aside for the new loader and \$50,000 for the new truck.

Bramer: What option are you looking at?

Winemiller: I am looking at Option D. This afternoon, Donna and I went to the Comptroller's Website for our Tax Cap Override. We figured out if we do the \$35,000 for the Highway Garage repairs in the DA, and instead of putting aside \$50,000 for each vehicle, if instead, we set aside \$12,650 for the loader and \$12,650 for the truck, we could actually, believe it or not, be under the 2% tax cap.

Bramer: And, it reduces the DA.

Winemiller: Yes. I didn't print the General or the DA, because there are so many different options, I wanted to see what you were thinking. So, once you all decide what you want to do, I am going to hand out the other ones, and you can review those while I print General and DA, and then we can have the complete look. There were just so many variables, I wasn't sure which way you would want to go.

Amell: And, the rationale for paying for the garage out of the NBT funds is because we can't unless we move the money?

Winemiller: No, no. Hang on one second. It is in there to do that, but we don't have to do it. We can charge the \$35,000 to the DA fund instead of the A fund. What I would like to see is, if we pay for the stairs, and we are estimating \$35,000, using the NBT savings account that we have for buildings, and then take \$35,000 for the Highway garage repairs to DA instead of A.....

Amell: Let's stop there, because I don't know what you are talking about. So, \$35,000 from when you say, DA....

Bramer: Let's go back to our budget from last week, and show him where the \$35,000 is

Winemiller: So, in the General Fund from last week, on page 4 of the General Fund, where it says Capital Outlay Buildings and Grounds, it had \$40,000 and we changed it to \$35,000. So, we take that \$35,000 from that, changing it to zero and use the NBT Savings account instead of spending the A fund. The next line down, is the Town Garage and it says \$30,000. After further discussion with Jim Dugan we should increase it to \$35,000. We should make that zero and move the money from the General A fund and into the DA Highway Town Garage. There will be a new line with a new code from Kevin Rowlands, Comptroller's Office; it will be Capital Improvements line, underneath the Debt Principle. We will add \$35,000 to that line. Once you decide what you want to do, I will run the budget pages again, so we have them 100% tonight.

Amell: I see what you are doing, but why? What difference does it make if it is in Town Garage? .....

Winemiller: The DA fund is in much better shape than the A fund. I'm trying to keep it under the tax cap, Don. The DA fund is in a lot better shape financially than the A fund.

Amell: So, when you say DA, that is the first two digits of the accounting codes.

Winemiller: Highway Town-wide. They are the exact same tax base. Let me go get something that will make it make a lot more sense. DA is everybody in the Town of St. Armand. And A is everybody in the Town of St. Armand. And, the DB fund is everybody that lives in the Village of Saranac Lake that are in the Town of St. Armand. So, my proposal is to remove the \$35,000 for the stairs and the \$30,000 for the Highway Garage repairs from the A fund. It would be adding \$35,000 to the DA fund for the Highway Garage repairs. And then, if we wanted to stay under the 2% tax cap, instead of putting aside \$100,000 for the two vehicles in Machinery Allocated, 5130.201, that we reduce it to \$25,000.

Amell: The only issue that I see is that it doesn't seem that would be the amount we will need to buy those vehicles.

Winemiller: It is a future purchase. And, I talked to Doug about this. Doug also has two vehicles to sell. He thinks he can get \$35,000 for one and \$25,000 for another. And, historically, we have always gone out for a BAN for vehicles. It is just recently that we have been saving huge chunks of money to outright buy a vehicle.

Amell: We are going to cut it back from \$50,000 a piece to \$25,000 together. When do we recover the balance of the \$100,000 needed for the vehicles? When do we save that money?

Winemiller: Next year we will be in a much better spot.

Amell: How?

Winemiller: Because right now, last year the carry over balance was \$247,500. This year we are only doing \$41,000. Because \$247,500 was carried over, it was encumbered. So, we can't touch it even if we have it, for 2020 budget. I'm not saying we spent the \$247,500. I am 1,000 percent sure we did not. But we cannot utilize it for our adopted budget for 2020.

Amell: That is not quite what I am asking. We had planned on \$50,000 a year. From what I understood, we were going to be able to purchase one in three years, and the other, I can't remember. The schedule was clear in my mind at the time. Let's just say we need \$200,000 each. But now we are saying we are not going to put in \$50,000 this year; but that final price tag doesn't change. When will we put in the balance of the \$50,000 we were originally planning on budgeting?

Winemiller: We are taking \$35,000 and putting it in the DA fund. And, we do expect that we will be able to get the \$35,000 back that we can hope for towards those trucks?.....

Amell: Hang on. We are going to spend \$35,000 for the retainers. It has nothing to do with the vehicles. So, what has that got to do with anything?

Winemiller: It is money we could put into a vehicle if we get it back.

Amell: That's where I am struggling. It's like we are borrowing against money. I am missing something.

Bramer: I had down that we had saved \$112,000 for a truck and \$50,000 for a tractor. That is what we had saved for 2019. So, what more does Doug need to get the new vehicles?

Winemiller: The truck was \$236,000. So, he needs \$124,000 more for the truck.

Amell: So, we were going to do \$50,000 for next year, \$50,000 for 2021 and \$50,000 for 2022. We were going to put in \$50,000 for the loader. We have \$112,000 towards the truck, we need \$220,000, so we need \$108,000. If we don't save \$50,000 this year, and now put \$12,650, we are low \$37,000. I don't like budgeting this way.

Winemiller: I am just trying to work it so we can get through this year.....

Amell: All we are doing is moving it into next year.

Winemiller: But next year, our \$247,500 is unencumbered.

D. Joseph Bates: So, next year, we can use that \$247,500? Or whatever is left of it?

Winemiller: Whatever we have left of it.

Bates: But going into next year, that can be moved for the trucks?

Winemiller: The \$247,500 was in the General Fund. So, we can't. But, we can always take out a three-year BAN, which we always have done, to pay for our vehicles. We have always done that. We have our existing long-term debt. I know it's not what we wanted; I'm just trying to make lemonade out of lemons. For an example in 2019, we had two principle payments totaling \$67,963, the Kubota, and the 2015 Tandem, plus the interest. Yes, we would be saving a little bit of interest by not doing it but it certainly is not the end of the world if we had to.

Amell: The gist of doing it at all was the point of us trying to get in a rotating schedule; to save in advance. I hate to abandon the idea of not doing BANS.

Winemiller: I'm not trying to abandon it. And, we are still saving something this year. I'm not saying we are not saving anything. We are just saving less than what we were going to originally.

Bramer: I just have one question. Did Doug say he could do without one of .....I get confused between the truck and the tractor. It sounded like it would be \$100,000 the other night.

Winemiller: I thought he said \$80,000. Would you (the Board) mind if I got Dougie on speaker phone so we can clarify this.

The Board agreed.

Darra: Do you have the long-term debt right there? Because, I think one of them is paid off next year.

Bramer: The final payment on the Kubota will be in 2020.

Winemiller: (Has Doug Snickles on speakerphone). Can you hear me Doug? I should have taken better notes when we discussed this today. The two vehicles that we had originally planned on saving \$50,000 for this year was a truck and a tractor?

Snickles: The truck and the loader.

Winemiller: Tractor/loader is the same thing?

Snickles: Well, no. The tractors are more what we have the broom and the brush hog on. The loader is our main piece of equipment. Our biggest.

Winemiller: So, the truck, according to what we have been able to find, we think it's around \$220,000. Is that correct?

Snickles: That's for the new truck that's ordered.

Winemiller: Was the truck we were saving for the new truck?

Snickles: That's for the one ton.

Winemiller: So, the truck that we were going to save for is the one-ton.

Snickles: Yes.

Bramer: Is that \$220,000?

Snickles: No, no. That's only.....I think we paid \$70,000 for it.

Winemiller: So, it's a different truck.

Snickles: It's an F550.

Winemiller: So, the one-ton truck is an F550 and you think it's \$70,000?

Snickles: It was \$70,000 new with the sander and plow.

Bramer: We have \$112,000 set aside.

Winemiller: Last year we set aside \$112,000 and that is for the truck that we are bidding on right now.

Snickles: Yes.

Bramer: Is that the F550?

Amell: It's the \$220,000 truck.

Winemiller: So, this is the big plow truck.

Snickles: Yes, the big plow truck

Winemiller: And, we saved \$112,000 in 2019 for this truck. According to your memory and knowledge, did we put aside anything for this truck in 2018?

Snickles: I don't believe so because we were still paying on the 2015.

Winemiller: So, this truck that we are bidding on right now, we expect to cost approximately \$220,000.

Snickles: Yes.

Winemiller: And, the loader, to your knowledge have we saved any money toward that loader?

Snickles: No, I don't believe so.

Winemiller: According to our notes that we have on the budget from last year, \$50,000 was set aside for the loader. Donna, can you find the form with the encumbrances? I believe I took the \$50,000 out of that.

Yes, we did. We saved \$50,000 toward the loader in 2019. And how much is the loader total, approximately?

Snickles: I am going to say \$140,000.

Bramer: When were you planning on purchasing that?

Snickles: Well, it's a 2011, so I wouldn't go much over 10 years with that, so another year, maybe.

Winemiller: So, in another year you need the loader.

Snickles: Well, two at the most. That's why I wanted that guy to come up with his computer to let us know if he sees any issues. He just hasn't come up yet.

Bramer: Where does the trade in fall in all of this?

Winemiller: Give us a run down on the two vehicles that we were planning to sell them.

Snickles: This summer we should be able to sell the 2004 outright, the tandem. The salesman even said he didn't know if he could take two in on trade. So, he was counting on taking the 2008 Mac.

Bramer: What are you getting for that for a trade-in?

Snickles: It was approximately \$35,000. Then it was \$18,000 for the 2004 Tandem which I am thinking outright, we could get more for that. Which we have no choice, if he doesn't take two, we'll have to do something with it.

Winemiller: And, when do you think we would be able to sell the 2008 Mac?

Snickles: Well, that would be going on trade-in?

Bramer: To which vehicle?

Snickles: For the new one that's ordered.

Bramer: The \$70,000 one?

Amell: No, the \$220,000 one.

Winemiller: So you are trading that in on the big plow truck?

Snickles: Yes.

Bramer: So we have \$108,000 we owe, minus \$35,000, so that's \$73,000.

Winemiller: Doug, when do you think that we need to purchase the one-ton F550 truck?

Snickles: Well, it's a 2013, and I would not go over 10 years with it. I would definitely trade in before 10 years. We can probably get two more years out of it. It will be down to nothing for trade-in value if we go more than 10 years.

Winemiller: So, it's a 2013. Basically, you want to trade it and replace with a new one by 2021.

Snickles: Yes.

Winemiller: And, the loader is a 2011.

Snickles: I wouldn't go over 10 years with that. I was hoping that man would come up and check it out, so we would know.

Winemiller: So, you believe we need to replace the 2011 loader next year? In 2020 or 2021?

Snickles: That was the problem that we waited too long on the 2004. We are going on 16 years old now, and that's what threw us. Where a couple of vehicles are due at the same time. That's what threw that off.

Amell: And, we have nothing saved for the replacement for the 2013?

Winemiller: To your knowledge, Doug, did we save any money to replace the 2013?

Snickles: I would say no.

Winemiller: Does anyone have any questions for Doug while we have him on the line?

Snickles: Like I said, on the price of the big truck, I think we could save about \$7800 on the plow for the new truck. I am going to take the plow that is on the Mac now and switch it with one that we have out back, so we can save almost \$8,000 on the front plow part of the new truck.

Bramer: Of the new one? So, you need \$73,000 minus \$8,000 for the plow?

Snickles: No. This is on the big one, the one with the price of \$220,000.

Winemiller: So, you already took it out, then?

Snickles: No. Because they didn't give us a full price on the truck yet. The truck was about \$103,00 and all the plow equipment and the box was about \$130,000, but that also included this plow that we don't need.

Winemiller: I think we have it now, Doug. Thanks a lot, Doug.

Snickles: Okay.

Winemiller: Now, I am looking at the existing long-term debt. Donna, do you have the DA fund that we were working on last week? What do you have in there for the BAN?

Bramer: We have the Kubota, which is going to be paid off in 2020, which is \$26,407 and the interest which is \$1,545.00. That's it.

Winemiller: So, the only payment we have in 2020 is that, and that is already accounted for. Thank you.

Stan Ingison: So, you guys don't really need me here, do you?

D. Joseph Bates: No, but it was nice to have you.

Winemiller: I'm sorry Stan.

Ingison: That's all right. I never got a chance to talk, I think it was a crazy day with the Union Street lift station that went out again. I just would like to check it out before it washes away with the rain.

Amell: What we need is a sort of a lay-out of these vehicles. Here's what we have, here's how old they are, here's what I would like to replace, here are the balances, here is what we have saved. We got good information tonight, but I was taken by surprise a little bit because I thought we were done talking about that \$220,000 truck and then we have a different \$70,000 that we haven't saved anything on.

Winemiller: I plan on working with Doug to get the inventory down on paper, for planning purposes. Just this year, it's just the pickle that we are in and knowing that after this payment 2020, we have zero highway vehicle payments.

Amell: But, what I just heard from Doug, in two years we are going to lose \$40,000. They are going to hit their life expectancy and so we are going to have to replace with money; we have \$112,000 of a \$230,000 truck. But again, I don't see any money on the \$70,000 the summer the year after next.

Bramer: Where did the \$50,000 go to that we had saved up?

Amell: The loader. He said it was going to be about \$140,000. We have \$50,000 saved towards that, so there is \$90,000 that we have to come up with. We have a complete \$70,000 truck to save for. We've got an unsaved balance of \$73,000 range from the new truck on order. And then the outright sale or trade in, we are talking about saving another \$215,000 within two years. The farthest one out is possibly the loader and the pick-up truck. So, we need the \$50,000 to stay on schedule. So, say we don't. Instead of saving the \$100,000 like we planned, we don't. Back to my question. When do we pick up the balance?

Winemiller: We would pick up the balance within the next two years. I'm not saying it's perfect, I'm just saying....

Amell: I'm just asking if it's reasonable? Are we anticipating.....?

Bates: What do we have to pick up in the next two years?

Amell: \$215,000. That would cover all payments for all vehicles.

Winemiller: Or, we can take a BAN out and do \$40,000 and \$40,000.

Amell: I am guessing that we are going to do a BAN on the new truck, simply because we only have half of it.

Let's say the truck gets delivered next year. We have to pay for it. To pay for it, we will need to take out a BAN.

Winemiller: But a BAN is always due the following year.

Amell: Now, to your point that you were seeming to be going for that we are not going to have future payments, that's not true. We are going to assume one. That one.

Winemiller: I understand. I came up with an option to keep us under the Tax Cap; it's up to you what you all want to do.

Bramer: What was the \$30,000 Moody Pond project?

Winemiller: That is something I didn't want to bring up, yet. We had set aside \$30,000 last year to do Moody Pond, but Doug (Snickles) was talking to John Sweeney, and they are actually trying to get grant funds to pave that.

Bates: They being the Village of Saranac Lake?

Winemiller: The Village of Saranac Lake and the Town of St. Armand because it's shared space. So, there is talk of having grant funds, so we might have that \$30,000 that we could put towards that. I don't know.

Amell: In light of Clyde's response to your email this summer about the issue up there....

Winemiller: I didn't send Clyde an email.

Amell: You mentioned that Clyde talked about the issue with the park and St. Armand' part, it sounded like he washed his hands of St. Armand's section.

Bates: It's a small portion of St. Armand's part.

Bramer: You (Amell) asked me about AMA. We actually got a call from the attorney. I thought it was only one building AMA was selling, but she said no, they were selling the whole thing. So, they will become taxable, there will be no pilot. The assessment becomes final in July of 2019. So, the taxes will be pro-rated until the selling point. Then the buyer has to pay from the point of the sale, to the end of the taxable year. So, we took that pilot payment out of the A fund.

Winemiller: We will get more in the General fund from the taxes then we did get from the pilot. So, we might make up a little bit. We can't even attempt to manipulate that. We have no idea. I know it's not the best.

Bates: It's not perfect, but it will keep us under the tax cap.

Winemiller: It would keep us under the Tax Cap and we do have some options. We do have options. And, I absolutely agree with you, I can get a spreadsheet going.

Bates: We should have that annually.

Winemiller: There are so many things that have popped up, and you don't know you need it until you need it.

Bates: That is something that we should have and keep it going forever.

Amell: We have been talking about this since Roger was alive. Just quickly, to replace the \$100,000 we are talking about.....run through the changes.

Winemiller: We are taking out of the A fund, we are taking both. The \$30,000 for the highway garage and the \$35,000 for the stairs. We are putting the \$35,000 for the highway garage (I bumped that up based on conversation) into the DA fund and instead of saving \$100,000 this year, I am suggesting that we save \$25,300.

That would allocate \$12,650 towards the truck and \$12,650 towards the loader. The \$12,650 is toward the purchase of the F550 truck.

Amell: We would still be under approximately \$165,00 left to save to replace vehicles in two more years.

Winemiller: For this 2020, the only BAN we have is the last payment on the Kubota.

Amell: The \$70,000 truck is for what? Local.....

Winemiller: The one-ton. That does the town roads like Vine St., etc.

Amell: And that's a 2013. I absolutely agree with him that everything he is talking about is probably on its last run in a couple of years. Can we realistically budget in \$165,000, that could be next year and the year after?

Winemiller: I think we can. I think that because this year.....

Bates: I think we can because we were going to do \$100,000 this year and \$100,000 next year. So, realistically if we go back to our original plan next year's budget, we can do \$100,000 next year, and \$100,000 the following year. It will exceed what we were trying to save. And we won't have to rely on.....

Winemiller: And then the amounts that we had in rollover fund balance become unencumbered.

Bates: And we are not relying on the possibility of getting this back or that back.

Amell: That's what I am trying to get at.....maybe we will get .....

Bates: Realistically, I think we can do it without the "hopings".

Amell: Donna, this math works?

Bramer: I think so. The other thing, too, we made some adjustments and got things broken down so the right budget categories are paying for the right items. A lot of things were just taken out of A fund and they should have been dispersed from where the employees are working from.

Winemiller: The budget may be a couple pages longer, but now it will be so much clearer.

Karl Law: Easier to digest.

Amell: Now, in that NBT fund, we are going to take \$35,000.

Winemiller: Yes.

Amell: That's all we're going to take. So, we're good there.

Winemiller: And next year, we can start putting \$12,000 or \$15,000 the next few years, to build that back up.

Bramer: And, we still have some money that is sitting in the Trust and Agency, that we have to get to the bottom of that, about \$50,000.

Amell: What do you mean get to the bottom of that?

Bramer: The Trust and Agency Fund is a clearing account. When we get paid (salaries), we take money out of the General Fund and put it in Trust and Agency, we take the money out of the DA and put it in Trust and Agency, we take Water and Sewer and put in the Trust and Agency. I transfer the money in the bank and cut the checks out of the Trust and Agency Fund. Then when we pay our taxes and retirement that is due, it should all come out of the Trust and Agency. But we don't think some of it was. We think it was being taken out of the General. There is money sitting in the Trust and Agency that should have gone to pay for retirement, Workers Comp, whatever, we have to get to the bottom of why there is so much money in a clearing account.

Winemiller: We already found it. We passed a Resolution on September 9<sup>th</sup>, we just haven't made the adjustments, yet. There is \$25,000 going to the DA fund, \$15,000 is going to the A fund, \$3,159.90 is going to the Sewer Fund and \$2,340.10 is going to the A fund.

Amell: Are you (Bramer) comfortable with that?

Bramer: I haven't done the adjustments yet, but I understand where she is coming from because insurances and things should have been taken out of the Trust and Agency account and it apparently wasn't. Way back to when Nicole was here. It has been happening for a very long time.

Amell: But I think it's fair for Donna to walk this through and do the entries.

Bramer: I am going to have Mike (Kilroy) work that through with me.

Winemiller: Well, Mike and I came up with these figures before you were working. You were hired, but Mike and I looked all the way back. I went to NBT bank and sat with Julie for over an hour and that's where we found all this money

Amell: I'll be comfortable when Donna is comfortable. There's money out there, but again it's not in the right spot and has a "fuzzy" feel to it, from what I am hearing.

Winemiller: It absolutely should not have a "fuzzy" feel.

Amell: Back to my statement. When Donna tells me that she is comfortable with it and says, "Okay, here is what happened, then I will be.

Karl Law: I concur.

Amell: But, I'm not going to bank on it.

Bramer: I'm comfortable with it, but we just haven't processed it yet.

Amell: Ok. Once you get that resolved.....but, I don't know that I want to bank on it for this.

Bramer: It will help.

Amell: That may be by next year at this time, once that is resolved to everybody's satisfaction, there is money that we can use to chew on our \$165,000.

Bramer: It will give us more fund balance at the end of the year.

Amell: That will give us a more solid footing. So, in that case then the \$35,000 instead of the \$100,000, I understand.

Winemiller: So just so I am clear 100% on what you (the Board) want to do. You are okay with using Option D. So, \$35,000 to DA for the garage repairs.....

Amell: You said you were going to create a new line item under the Highway Fund, specifically for this. It will be more identifiable.

Winemiller: Yes. And then we are going to take \$35,000 from A to do the stairs. And we are going to use the NBT bank and possibly some of that. Instead of saving the \$100,000, we are going to save \$25,000 and that is \$12,650 going towards the loader and \$12,650 going towards the F550. Is everyone in agreement with that?

Board: Yes.

Winemiller: I would like to go make these adjustments and print the A and the DA funds for you, and while I am doing that, I am going to hand you the funds that were finalized last week, so you can review these right now.

WATER AND SEWER

Winemiller: Looking at the adopted budget under St. Armand Sewer Fund, page 3, SS2122, we need \$134,171.

Law: What was the \$1417.64?

Bramer: It is a Capital Reserve Fund for Emergency Repairs.

Winemiller: The only money we are collecting under the Capital Reserve Fund Improvement is our matching grant fund and it is \$11.12 per full debt service unit. I just wanted to point out to you; Barb was just talking to me about the worksheet I drew up. On the back side of that, is how I worked out the approximate gallons. As we know the usage fees is a best guess. Barb pointed out that the usage was partly using the wacky program we used before going back to the County. We will double check the approximate usage.

Barb: I just trust the County program more.

Winemiller: Yes, it's always best to double check. The water is exactly what it was. I think I had to do a little finagling. For right now, based on the documents here, our 2020 Water Debt Service Rate will be \$7.26 and last year it was \$8.00.

Bramer: That's the metered sales?

Winemiller: No, that's the Debt Service. And our usage rate will be \$6.04 and last year it was \$6.50.

Bramer: So, it's \$7.26, and \$3.63 for the half units?

Winemiller: Yes. The Debt services pays for the bonds and interest. Any extra money collected can be put towards future repairs Capital Reserve Fund which is the matching grant fund. Another thing Donna and I noticed that the ledger transactions for Water and Sewer had balances and they should be wash accounts.

I think it has accumulated over the years of not spending the exact amount that was budgeted. We'll pinpoint that for the next Regular Board meeting. Is everyone good on the sewer? On the rates and the.....

Amell: You okay with that Barb, you are back on track?

Darrah: I have to apologize because I was not here today, I was in Burlington when Davina did this. I just feel like I am out of the loop. I just want to doublecheck that Sewer Usage and Water Usage. Because we had that funky program and I remember coming up with those figures last year, and I worried the night we did it. Were their gallon sales correct? Because it was that handheld and it was a mess. Now we are back with a full year with the County and it will be totally accurate.

Winemiller: Did everyone finish looking through the first packet that we distributed?

Board: Yes.

Winemiller: So moving on to the new packet with the General and the DA Fund. On page 4 of the General Fund, the A1977.201 and .202, if you go all the way across you will see I removed those two amounts, and then everything else stayed the same with what we decided. We did drop the cemetery a little bit.

Bramer: It looks like you did the Youth Building, too.

Winemiller: That brought the appropriations for the General Fund to \$587,092. And then on page 9 of the Revenues, we removed the AMA pilot, since that property is being sold tomorrow. And, our omitted property tax went up from last year, too. Any questions so far on the General Fund?

There were no questions.

Winemiller: If we go to the Highway Town-wide, in Machinery, DA5130.201, that is the \$25,300. Then, if you go all the way to page 3 at the very bottom you will see garage DA5132.400, that is the new one for the damages on the attic, ceilings, and walls. That brought the appropriations on the Highway Town-wide to \$479,813. Any questions on that?

There were no questions.

Winemiller: If I could get everyone to look at the Tax Rate Schedule. It is a separate sheet where the summary of all funds is on the back side and the Tax Rate Schedule is on the opposite side. If you look at the amount to be raised by tax, the total is \$878,603, and if I am not mistaken, the Tax Cap is \$878,682, \$78.00 more.

Amell: How do they come up with that? Where do they get their figures from?

Winemiller: I received an email from the Office of the State Comptroller, and you have to go through this log in series, and they give you some numbers based on your last year's budget and last year's AUD. They fill out some of that stuff for you, and then you take numbers from last year's budget, this year's budget, and the AUD last year and create this calculation on their website. They gave us the number and when Donna and I removed the pilot, it shot us up.

Amell: So, what was the amount they came up with?

Bramer: They said this is what we need to stay under the cap? They had 878,682. We come up with \$878,603.

Amell: I have always taken the amount to be raised by tax from last year and then recalculate for this year. If we stay under the cap according to the powers that be, I'm all for it.

Bramer: Last year, we wanted to raise \$831,602, so that's when you take the 2%.

Amell: And I did, and that certainly is no where near that. We are not even close to 2%. Two percent of \$831,602, is 16,632, ok? So, if we add that into \$831,602, it's not even close.

Bramer: I don't think this book is right. The budget that Tina did up is not correct.

Amell: This has been modified to boot. That would explain it.

Bramer: See Davina, he is saying is last year we had \$831,000..... but if you take 2% it is \$16,000..... I don't know that this amount correct. I don't know if this figure was right.

Winemiller: It wasn't, remember? We had to change it.

Amell: And, we did. This is the modified version. This is the corrected budget from July.

Winemiller: The omitted tax was not in there, so we had to change it on the Comptroller's website, and after we entered these figures, and that is what they gave us.

Bramer: So, what he is saying.....

Winemiller: I know exactly what he is saying. I'm not going to pretend to understand their formula, but that is what it is.

Bramer: Do you (Amell) have the corrected Town budget?

Amell: We've had several.

Bramer: Pages not printed correctly. So, who has the corrected final copy from last year?

Winemiller: Barb has it.

Darraha: The corrected one that Mike did? Yes.

Amell: We got the corrected copies on 7/30/2019.

Winemiller: But, what I am saying to you is that amount there is different than the reality amount because she didn't put the omitted tax in.

Bramer: Well, the omitted tax wouldn't.....

Winemiller: I understand that. But it did change our amount. You (Bramer) saw it. You were sitting right there when I put our number in and it jumped when we put the number in.

Bramer: It really jumped when we took out the AMA pilot.

Amell: If it was modified and it was adjusted to this number. Okay. I just couldn't do the math.

Winemiller: Based on all the numbers that I input and the numbers that Mike assisted me to input and then removing the AMA pilot this year, and adding the omitted tax, this is the number they gave us.

Bramer: But what he has highlighted here, these are the right tax rates. I see what he is saying.....

Winemiller: I understand. According to last year's budget that everybody thought was the right budget, the General Fund was 1.949. But in reality, it was 1.30. Do you get what I am trying to say? If you look at the tax rate schedule where it says current tax rate per thousand. All of those numbers are correct in this new budget we are working on. The implied tax rate per thousand, that is what the tax rate would be for each of those funds.

Bramer: Do you remember seeing \$848,080 ....., that is what you get when you take last year's plus 2%, but when we took the AMA pilot out of there, it jumped it up to the \$878, and the omitted tax, and it changed it again. We did see this \$848,000.....

Amell: So, we get credit from the pilot toward our cap?

Bramer: Yes.

Amell. Okay, if that is the case, it makes sense. We would never be able to go by our budget process to determine the Tax Cap.

Bramer: So, the pilot is in there already.

Winemiller: I am telling you the Comptroller's website calculated the input and gave us the calculation.

Karl Law: I have a question. The Tax Rate Schedule that you printed off for us; if you look at the Taxable Assessed Value for the General Outside B Fund, B is \$154,152,450; if you look at the corrected copy of the Tax Rate Schedule and you go to the General Outside, it is zero therefore everything across is zero. But on the new one, it is still 154,000,000, yet you still have the implied tax rate at zero.

Winemiller: I don't know how it was done last year. The tax assessed value on the General Outside B Fund is \$154,122,450. The reason is because the revenues equal the expenditures. The reason for that is Sales Tax. We get X dollars of sales tax from the County every year, and it can only be applied to the B fund. The reason that they equal zero, is because last year in the DB fund, the County Snow and Ice Contract, and the DOT Snow and Ice Contract were accounted for partially in the DB fund and they should never be there. So, the DB fund is only for blacktopping. And, because of the sales tax, it equals itself out. Because of that you can see the implied tax rate is 57 cents per thousand, next year it is going to be zero. So, that helped us stay under the 2% tax cap, also. I think the way this budget is, it is very clear, it will be a much better way of accounting for things, and next year it will be a lot clearer what we need to budget for. Does anyone have any more questions or concerns?

Bramer: The warrant is how the County breaks things out. So what happens next with this? What is the next step?

Winemiller: The next question is, is everyone comfortable with where we are at right now?

The Board replied they are good. At this point, we do have one more budget meeting scheduled. I don't feel it would be such a bad idea to have it and review everything one last time and put our rubber stamp on it. That way, if there are any changes after Barb and I look at the Water and Sewer tomorrow, if there is anything to talk about then. The supplement will be ready. The whole thing will be ready.

Amell: At the Regular meeting there was talk of some Board members not being here in November. What is the date of the Budget hearing?

Darraha: Here is what has to happen. There has to be a Public Hearing on the Budget November 7<sup>th</sup>. It has to be the Thursday following the General Election. That is the 7<sup>th</sup>. There has to be a quorum for the Budget Hearing. The Budget doesn't have to be passed until November 20<sup>th</sup>. So, we hold the Public Hearing on the 7<sup>th</sup>, and we would have a quorum with you, Jennifer, and Davina. And, we have been scheduling the Regular Board Meeting following the Public Hearing on the Budget.

Winemiller: I don't think we have to have a quorum for a Public Hearing.

Darraha read Public Hearing excerpts from the Town Law but it could not be pinpointed if a quorum was required.

Winemiller: I will contact Dan Manning tomorrow morning and ask if a quorum is required for the Budget Public Hearing.

If need be, we can reschedule the Regular Board Meeting and the passing of the Budget. That would be November 12<sup>th</sup>, if need be. The next Budget Work Session will be October 23, at 6:30 pm.

The Budget Work Session ended at 9:32 pm.

I, Barbara J. Darrah, Town Clerk for the Town of St. Armand, do hereby certify that the above is a true and correct transcript of the Budget Work Session minutes held on the above-referenced date.

Dated: October 16, 2019

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Barbara J. Darrah  
St. Armand Town Clerk