

**Danby Town Board
Minutes of Regular Meeting
October 9, 2017**

Present:

Councilpersons: Rebecca Brenner, Leslie Connors, Ric Dietrich (Supervisor), Jim Holahan

Excused:

Councilperson: Jack Miller

Others Present:

Town Clerk	Pamela Goddard
Bookkeeper	Laura Shawley
Highway	Jack Shawley Jr.
Code	Paul Hansen
Public	Ted Crane, Rick Dobson, Julie Clougherty, Katharine Hunter, Matt Ulinski, Melissa Mercer, two students.

Regular Meeting Opened at 7:07pm

Privilege of the Floor

There was a question from Melissa Mercer on Hill Road regarding the schedule for road repairs and maintenance there. Deputy Highway Superintendent Jack Shawley responded with specific information. Hill Road is scheduled for an oil and stone surface treatment in the spring of 2018.

Ted Crane reminded the Board that the DCC Danby Harvest Festival will take place on Sunday, October 15 in Dotson Park. Several family friendly activities are planned. The new Youth Program manager, Melis, will be working with families that day.

Rick Dobson expressed being, “very unhappy with rights being taken away,” related to an enforcement process for Code Violations and a Stop Work order on his ‘mountain.’ Dobson stated that this situation is injurious to him financially and in regards to his general well being. Supervisor Dietrich asked Code Officer Hansen to respond to Dobson’s concerns. Hansen listed three areas that needed compliance: moving junk back away from the road, erecting an six-foot high opaque fence around the junkyard, and creating and submitting a SWIP (storm water protection plan) related to amount of earth moved for Dobson’s mountain. Dobson responded that he is working on these things and some will be completed by the end of October.

Warrants

ABSTRACT #9 OF 2017:

GENERAL FUND

#401-440 for a total of \$15,215.91

**Moved by Connors, Second by Holahan. The motion passed.
In Favor: Brenner, Connors, Holahan, Dietrich**

HIGHWAY FUND

#192-208 for a total \$150,345.91

**Moved by Holahan, Second by Connors. The motion passed.
In Favor: Brenner, Connors, Holahan, Dietrich**

WEST DANBY WATER DISTRICT

#34-38 for a total of \$513.77

**Moved by Brenner, Second by Holahan. The motion passed.
In Favor: Brenner, Connors, Holahan, Dietrich**

Approve Town Board Minutes

MOTION—APPROVE MINUTES

Moved, That the Town Board of the Town of Danby approves the minutes of September 11 and 18, 2017.

**Moved by Brenner, Second by Holahan. The motion passed.
In Favor: Brenner, Connors, Holahan, Dietrich**

Highway Loader Contract Change

Jack Shawley explained the status of a large equipment (Loader) replacement contract. The current program has been successful in reducing maintenance costs for the Town. Current contract with Milton Cat runs out at the end of October, 2017. In negotiations for contract renewal, Milton Cat has presented an increase in cost and is urging the Town to take on larger equipment than is needed.

Highway has done research as to what other options are available. Vantage Equipment is able to provide the same program at a lower cost. This contract will be for the appropriate size loader for Danby's needs. Shawley proposed that the Town enter into a two year contract with Vantage Equipment.

Supervisor Dietrich asked what the difference in cost would be if Danby bought the Loader outright, vs. having a contract to replace the equipment each year? Shawley noted the cost of maintenance, covered by the replacement contract. The Town does, in fact, own the equipment and trades in for new equipment each year. This contract covers the cost of maintenance, which can run to several thousand dollars a year. Through this program, Danby has a new loader each year with no additional maintenance costs. This helps keep the Highway budget stable.

RESOLUTION NO. 62 OF 2017 - APPROVAL FROM THE TOWN BOARD TO CHANGE COMPANIES FOR THE TOWN LOADER CONTRACT TO VANTAGE EQUIPMENT

Whereas, the Highway Department currently has a replacement contract with Milton Cat to replace the loader on a yearly basis, and

Whereas, the sales contract with Milton Cat has now ended for the year 2017 and they have proposed to the Town to do the next replacement at a cost which is not favorable as compared to other quotes that have been received,

Therefore be it

Resolved, that the Town Board of the Town of Danby gives permission for the Highway Department to enter into a contract with Vantage Equipment for a replacement loader for the cost of \$10,255.00.

**Moved by Brenner, Second by Holahan. The motion passed.
In Favor: Brenner, Connors, Holahan, Dietrich.**

Obsolete Equipment Disposal Authorization

Clerk Goddard presented a list of obsolete and broken equipment that requires Town Board authorization for disposal.

RESOLUTION NO. 63 OF 2017 - APPROVAL TO DISPOSE OF OBSOLETE AND BROKEN EQUIPMENT

Whereas, there is an accumulation of unwanted, obsolete, and/or broken items, as itemized by Mary Ann Barr on behalf of the Town Clerk's office, and

Whereas, it is required that the Town Board review any such request of disposal of municipal property, and has done so at this meeting,

Therefore be it

Resolved, that the Town Board of the Town of Danby authorizes the disposal of equipment and materials as detailed in a memo dated October 3, 2017.

Moved by Connors, Second by Brenner. The motion passed.

In Favor: Brenner, Connors, Holahan, Dietrich.

Discussion of Projected 2018 Budget

Julie Clougherty and Katharine Hunter presented information regarding the proposed 2018 budget for the Danby Community Council. There is an increase in the DCC budget between 2017 and 2018, related to the hire of a Youth Services manager. The DCC hopes that Tompkins County will allow some unspent funds from 2017 (roughly \$7,000 resulting from the gap in youth services programs) to carry over into 2018. The current Community Council budget includes expenditures that may be covered by those unspent funds. The West Danby Community Association would like to request an additional \$200 (\$500, up from \$300) for 2018. The \$200 increase was supported by members of the TB.

Clougherty gave further information about a jump in budget needs related to a Youth Programs manager. She and Hunter expressed a hope on the part of the DCC that unspent funds from 2017 (County and Town) can be "rolled over" for the 2018 budget/expenditures. There is some precedent for a carryover of funds through the County Youth Bureau. The DCC will also approach an increase in funding from the United Way, in order to support a 30-hour week for the Youth Program Manager. Benefits for this person are covered by Cooperative Extension.

Bookkeeper Shawley described the mechanism for accessing unspent funds. Unspent funds from one budget year roll over into Fund Balance. Those funds are then available for contingencies after approval from the Town Board. The TB could approve an amendment to the budget, as needed, during the 2018 budget year. With this budget request, the Board will be aware that the DCC may request an additional \$1,500 (from the Fund Balance) for Youth Program services in 2018.

The Board undertook a more complete review of proposed revisions to the Preliminary 2018 Budget. Bookkeeper Shawley described changes in the Preliminary 2018 budget, based on discussion and suggestions at the October 2 budget meeting. A revised amount was included for the Community Council (with an additional \$200 to be added, from the request made at this meeting), an additional amount for the webmaster and IT services, and an increased stipend/salary for Deputy Supervisor. The revised budget shows an increase of \$6,095 from the Tentative Budget presented on October 2. The budget remains under the tax cap by \$7,478.00. This is estimated to result in an increase of \$8 per \$100,000 of assessed value.

Brenner suggestion that funds currently budgeted for “Contingency Account” be redirected to augment the currently low salaries for the Town Supervisor and Town Clerk. Brenner suggested that \$10,000 be split between the Supervisor and Town Clerk. Bookkeeper Shawley explained that “Contingency” funds are used for miscellaneous needs. She thought that this could be an appropriate use of those funds.

Supervisor Dietrich and Bookkeeper Shawley presented a proposal for an “Alternate Budget” which would involved no increase in the Town tax rate for Danby property owners. Dietrich made a case for this being possible in the 2018 budget. Brenner expressed a concern about emergency needs in relation to building the Fund Balance. Dietrich and Shawley noted that the opinion of the State Comptroller is that municipal Fund Balances *can* get too large. The Town of Danby is now approaching the upper limit of an appropriate Fund Balance for a Town of this size. This would be a good time to use some of these funds, ahead of a state audit. The suggestion is to use a combined \$58,675 from the General and Highway fund balances. This would not effect any reserve accounts.

The Town of Danby cash account is currently “hefty” at \$748,000 in the General Fund. Some of this will be spent during the remainder of 2017. General Fund balances can also be used in other accounts. Danby has been able to add to its Fund Balances each year, in part by being conservative in the budgeted amount of expected revenue. Expenditures are anticipated to be stable. Bookkeeper Shawley’s opinion is that the General Fund can absorb using \$30,865 from that Fund Balance, the Highway Department can absorb using \$28,010 from its Fund Balance, and still have a hefty fund balances moving forward.

Shawley responded to questions from Ted Crane regarding any impact of the alternate budget on future tax cap, and the diminishing purchasing power of the funds balances. A budget with a no tax rate increase will add credits to Danby’s future tax cap. There is no real impact related to dollar value/inflation if fund balance dollars are spent now or are held in reserve. The Town is researching better interest rates for monies in reserve accounts and fund balances.

The Board will review the two alternate budgets during the next TB meeting and decide which budget to put to Public Hearing.

RESOLUTION NO. 64 OF 2017 - SET PUBLIC HEARING, 2018 TOWN OF DANDY BUDGET

Resolved, that the Town Board of the Town of Danby sets a Public Hearing for the 2018 Town of Danby budget, to take place on Monday, November 6, 2017 at 7:30pm in the Danby Town Hall.

Moved by Brenner, Second by Holahan. The motion passed.

In Favor: Brenner, Connors, Holahan, Dietrich.

Code Report - Various Updates

There was a short discussion regarding animal control and how to manage nuisance wild animals. This is not a matter for Code Enforcement or Animal Control. Trappers are listed in the yellow pages. Paul Hansen reported that building permit revenue is up for 2017. Holahan asked whether there is any increase in solar installations? Hansen responded that solar installations continue at a steady pace.

Hansen informed the Board that Rick Dobson is to appear in Danby Court on October 17, to address some of the issues brought up in Privilege of the Floor. That date may not be his final appearance.

Appointments

Brenner made a request that notification for board vacancies be addressed in a timely manner for 2018. Clerk Goddard agreed, and noted that information on vacancies will be published in the November and December Danby Area News. In addition, the notice posted on the Town of Danby web site for the current PB vacancy will be updated. The one pending applicant to Planning Board vacancy is to be invited for an interview at the first November TB meeting, November 13.

Justices Reports

Justice Huddle's Court Report was circulated among the Board. There was no discussion.

Other Correspondence

A work order for the 45mph speed limit on Fisher Settlement Road has been received.

Adjournment

Adjournment was at 8:40 pm.

Pamela Goddard, Town Clerk