The Town Board of the Town of Moreau held a 2026 Budget Workshop at 7:00 p.m. on October 14, 2026 at the Moreau Municipal Building, 351 Reynolds Road, Moreau, Saratoga County, New York.

PRESENT:	John Donohue	Councilmember
	Laura Garrant	Councilmember
	Patrick Killian	Councilmember
	Mark Stewart	Councilmember
	Jesse A. Fish, Jr.	Supervisor
ALSO PRESENT:	Krystal Smith	Bookkeeper
	Erin Trombley	Town Clerk
	Josh Westfall	Town Historian
	Elizabeth Bennett	Confidential Secretary

OTHERS PRESENT: Moreau Emergency Squad: Steven VanGuilder; Billie-Jo Krug; Andre Delvaux; Ronald Quinn, Jr.; Michael Beshara

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TOWN CLERK

Appropriations

The Town Clerk discussion began with a breakdown of salaries across three of the accounts that fall within the Town Clerk Office prevue: A1330 (Tax Collection), A1410 (Town Clerk), and A6989 (Records Management). Other accounts under the Town Clerk umbrella are B4020 (Registrar of Vital Statistics), and A4068 (Insect Control). Town Clerk Trombley summarized that in the 2026 budget she had distributed both funds and salaries to the three main areas of work proportionally to the amount of time spent on the related tasks, so that was not a change for 2027.

Ms. Smith said a 4% raise was proposed across the board. Ms. Trombley asked whether Deputy Clerk 2, Maria Jennings, would receive an additional sum for years of service, a topic discussed in prior meetings. Councilmember Stewart stated that the base Clerk salary in all departments was last set at $48,204. It was explained that all current Clerks will receive a 4% raise to a salary of $50,132 and going forward, new Clerks will be paid $48,204; those who are already on staff will get an annual raise, thereby creating a type of retention incentive. The longer a clerk stays in the position, the more raises they will have accumulated above the starting clerk salary.

Under A4068, Insect Control, which covers the expense of providing mosquito dunks for residents. $150 was budgeted for 2027, a reduction of $100 from 2026. Ms. Trombley said there were some leftover from 2026 so there may not be a need to order as many in 2027.

Councilmember Stewart questioned whether the proposed amount under A1330.4 (Contractual) would be enough based on past year's figures. Ms. Trombley said she believed some figures were trimmed based on year-to-date figures, and said some budgeted money in 2026 was not spent on training, for example, due to the departure of former Deputy Clerk 1, Dianne Lewis in the spring. She expressed some concern about having sufficient funds particularly for postage, since there will be more bills mailed, and the postal rate is climbing. Councilmember Stewart asked if staff would attend annual conference in 2027, to which Ms. Trombley responded that likely only one person would be able to attend because the NYSTCA Conference would be held in Niagara Falls in 2027. Bookkeeper Smith asked Ms. Trombley if she wanted an increase. Ms. Trombley deferred to Ms. Smith, not knowing how much of a shortage there might be.

Under account A6989, Records Management, Ms. Trombley mentioned the General Code/eCode360 Recodification amount of $12,995 under the .4 (Contractual) line, which was the same as 2026. She said recodification is meant to be done every 10 years or so, and it had been about 25 years since the last one. She explained that the process is for the entire code to be reviewed for continuity within the Town code, as well as

conflicts with State and/or Federal law which may have changed over time. The company recommended timing recodification to coincide with a big code change like rezoning, she said, because a big code change would require review of a lot of the code. Ms. Trombley said she was waiting for the big code change expected from the BPD Department to initiate the process. Originally the code change was anticipated in 2026, but it would be 2027, she said, so she carried forward the same figure for 2027. On the eCode 360 & General Code Updates line, also under Contractual, there had been a reduction. Ms. Trombley said it was hard to predict the accurate amount because the cost of updating the Town Code depends on how many laws pass, and how much impact each law has on the Town code. She gave the example that when a term is redefined, the change impacts the code everywhere the term appears in the code.

Councilmember Stewart questioned if the Clerk could make her printers last longer. Ms. Trombley said they were being extra nice to the printers, since some of them are from the 1980s. She said the Supervisor had kindly offered his printer to Deputy Clerk 2 recently when the one on her desk stopped working. Supervisor Fish said it had been on his desk, and he didn't even know what it was. Ms. Trombley said if one of the existing older printers breaks, they would look into modifying the front counter space to enable sharing between the two front counter workspaces.

Reviewing B4020, Ms. Trombley said the cost for the Registrar depends on how many people die in the Town. The budgeted amount for the safety paper used to generate certified copies of vital records was the same as 2026.

Revenue

Councilmember Stewart asked if the Town Clerk thought any fees should be raised. She responded that rates for dog licensing had been raised in 2024, so she did not recommend changes. She said other Town Clerk revenues are mostly set by the overseeing agency, such as the NYS Gaming Commission for Bingo, and Town shares of Department of Environmental Conservation (NYSDEC) licenses, and the Town share of NYS Department of Health for marriage licenses. The 2% penalty for late payment of taxes is set by the State, and depends entirely on whether people pay their taxes on time and other fees collected in her office are revenues for other departments, such as BPD Department, and Recreation, she said. She said Deputy Jennings was interested in doing more to get dogs registered in the Town, and that she was thinking about doing some kind of promotion potentially in 2027 to raise awareness.

GENERAL DISCUSSION

It was said that Ms. Smith had presented a balanced budget, and with regard to potential surplus sales tax, she stated that she preferred to balance the budget and use surplus to address any deficit if one arises. There was mention that there would be no EFC payment due in 2027 as well, with regard to sewer financing.

BUILDING, PLANNING & DEVELOPMENT (BPD) DEPARTMENT

Ms. Smith said that she and BPD Coordinator Westfall collaborated to plan an increase in 2027 department fees by 3%. Mr. Westfall said he estimated a 10% increase in Building, Planning & Development revenue. Ms. Smith had proposed 12% increase. Mr. Westfall recommended sticking to 10%. Ms. Smith said this would take some off the sales tax figures. Councilmember Stewart asked if $10,115 goes to $60,000 interest. Mr. Westfall said it would carry over. Councilmember Stewart suggested $105,000 sales tax be allocated to the department. Ms. Smith suggested $140,000, and the Councilmember agreed.

Reviewing account B3620, Mr. Westfall said he suggested a 4% increase for salaries. There was discussion about an increase for the Building Inspector and Code Enforcement/Building Inspector Peter Bachem, with Mr. Westfall suggesting $65,000. As with the Town Clerk, BPD Coordinator Westfall divided staff salaries across the

budget lines that correspond to the portion of work done by each staff member. Mr. Westfall mentioned mismatched office equipment and furniture that he was budgeting to upgrade. Councilmember Killian inquired about monitors. Mr. Westfall mentioned 24″ monitors to enable reviewing of documents. Mr. Westfall's salary will be $91,208 according to the preliminary budget. There was discussion of the budget for the yet-to-be-filled Building Inspector role, with $63,000 for the new hire proposed. The figure floated as more realistic was up to $75,000. The figure negotiated for the budget was $72,500 with $24,000 to $25,000 charged to Enforcement, Contractual.

Account B8020, Zoning—Mr. Westfall said it would be $75,000 for consultation leading to legislation as part of rezone phase 2. He estimated this could potentially be covered by fund balance plus a grant. Ms. Smith said fund balance being used one time for a one-time purchase was appropriate. Mr. Westfall said his department would need more BAS software licenses. Zoning Board of Appeals stipends under account B8101 and 2027 training for Zoning Board of Appeals and Planning Board members were discussed, with expenses allocated proportionally to the appropriate account. Councilmember Stewart asked why there was $50,000 under contractual. Mr. Westfall said it was because the big zoning update hasn't taken place yet. Ms. Smith said it was possible to make a budget transfer to offset 2026 shortages.

Next Mr. Westfall discussed more attorney reviews, training, attending the NYAOT annual meeting and conference, and memberships. There was mention of Mr. Bachem doing drainage inspections. A 4% increase for Mr. Westfall would bring his salary to $93,550, $65,000 was budgeted for Mr. Bachem, and $72,500 was set for the new Building Inspector.

Bookkeeper Smith said overall retirement costs were increasing.

MOREAU EMS

Councilmember Stewart recused himself from this discussion.

Bookkeeper Smith said Moreau EMS was getting the 4% increase they requested. Account A4540--$407,540 was requested and included in the tentative budget. Reserve funds of $125,000 were added in 2026, and Mr. VanGuilder said that sum was included in this year's figures again. He outlined the process of receiving engineering documents to submit to USDA, then bid packets can go to USDA, and then the squad can go to bid for the building project. He said no timeframe had been provided.

Councilmember Donohue asked if the billing done by Moreau EMS is all income. Steven VanGuilder said it was, adding that billing and volunteer funds are kept separately. The Councilmember asked if there was a breakdown of what the Town is funding, mentioning that Moreau EMS payroll is over $1 million. Mr. VanGuilder said the Town's funds provide 24-hour service 7 days a week unless there are already five calls underway. André Delvaux added updated equipment as a benefit to taxpayers. Councilmember Donohue said residents are billed by the squad if they receive services as well, so he asked what their tax dollars pay for. Mr. Delvaux explained that billing pays for services provided, and the Town contribution pays for ambulance supplies and the building. Ms. Smith asked how much of the $125,000 were reserve funds. Mr. VanGuilder said the $125,000 went into an expansion account, adding that the reserve is untouched, but also that it had not been put into a CD yet.

Supervisor Fish asked when the mortgage payments on the new building start. Mr. VanGuilder said he did not know, that a construction loan was secured, and an additional $250,000 would reduce the mortgage. He said he was asking for the 2027 $125,000 reserve in their contract. He again said he did not have dates and offered to show receipts on the reserve account. The Supervisor said it was not a question of whether the squad had spent the money the Town had given them, but rather a question of how much the Town will pay before there is a building. Mr. VanGuilder was unable to say. Ms. Smith said leaving the funds in the Town's account was gaining significant interest. Mr. VanGuilder offered to put funds into a CD. Ms. Smith inquired about a revenue stream

the emergency squad would use to pay the mortgage. Mr. VanGuilder said it was itemized in the budget with requested funds from other entities.

Councilmember Donohue said that something needed to be done, that it was frustrating waiting a year for the architect. He added that nobody mistrusts the emergency squad. Mr. Delvaux suggested the Town hold additional funds until ground breaks on the building. He said the bank wants to see the funds. Councilmember Donohue suggested they come back once the plans were received. Ms. Smith said a decision was needed on whether to commit at that time or in the future. Supervisor Fish confirmed it was General Town Outside money, and said it would be no problem finding the money later. Councilmember Donohue said that once the plans for the new building are approved, the Board can act. Messrs. VanGuilder and Delvaux indicated agreement with that. $288,080 plus $125,000 in the contract for later, not in the budget, was discussed.

Mr. VanGuilder asked if the Town was still okay with plowing for them, which he said was in their current contract. Councilmember Donohue said he hadn't heard of a change. The Supervisor said it was not done for the Fire Company. Councilmembers Donohue and Killian suggested plowing be done for both organizations. The Supervisor said if they got two more Recreation Laborers it would free up staff to plow. The Supervisor pivoted and asked how long it would take to get USDA approval once the building plans are received. Mr. VanGuilder said it would be 60 days.

ADJOURNMENT

The meeting was adjourned at 8:17 PM.

Respectfully submitted,
Erin Trombley
Erin Trombley
Town Clerk