

A budget workshop was held by the Town Board of the Town of Moreau on October 20, 2021 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

The Supervisor called the workshop to order at 7:00 p.m.

Town Board Members Present

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| John Hogan | Councilmember |
| Kyle Noonan | Councilmember |
| Alan VanTassel | Councilmember |
| John Donohue, Jr. | Councilmember |
| Theodore T. Kusnierz, Jr. | Supervisor |

Town Board Members Absent

None

Also present: Leeann McCabe, Town Clerk; Jeffrey Cruz, Principal Account Clerk

The Supervisor made note of some changes that have been made to the tentative budget as follows:

- 3% salary/wage increase removed from employees hired in the third or fourth quarter of 2021.
- New Clerk, Full-time for the Building Department salary increased to \$38,500 per hiring resolution.
- Highway Equipment Repairs increased to include tire replacements.
- Highway Equipment increased to include Gradall Replacement Bucket.
- Purchase of tablet removed from the Assessor/Building Department budget and to be purchased in 2021.
- Spring brush pickup added to Town Outside Fund budget.

Items for discussion:

- Potential new hires for Highway Department.
- Full-time/Part-time status for Code Enforcement Officer.
- Water Tower painting – The Supervisor stated that it was budgeted for in 2021 and the tower wasn't painted. It will remain a budget item for 2022.
- Water Department Staffing.
- Transfer Station Manager in 2022.
- Credit card usage at Transfer Station.
- ARPA Funding.
- Water at VanBuren Street – The Supervisor stated that he had budgeted \$180,000 to cover the expense of running the line to those parcels that were legally within the district extension of Water District 1. He stated that the money would be pulled from Water District 1 Fund Balance. He asked to pull \$200,000 from Fund Balance if the Town Board was okay with it.

They discussed the first item on the list, which was the potential new hires for the Highway Department. After a lengthy discussion it was agreed that they would budget money within the snow removal account for one Full-time employee if needed. They asked Jeff Cruz to come up with a number to plug in, which would include salary, benefits and retirement. He stated that it would depend on what the contract looks like but stated he would put in a number. The Supervisor stated that this would give them leeway if the Highway Superintendent comes to the Town Board with a request to hire.

There was discussion relating to the possibility of making the Code Enforcement Officer a Full-time position. The Supervisor stated, that if the current employee is interested, he would have to be certified. The Supervisor stated that the Town is an equal opportunity employer and that it would be open to anyone interested. Councilmember VanTassel thought that the Town could appoint provisionally. The Supervisor stated that they could. The Supervisor also stated that they need to re-work that department, so they're set for the future. The Supervisor stated, that by the time he has his qualifications, the year

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would be half over. In closing it was agreed that they would include \$36,855 divided by two, plus benefits, for 1/2 of the year, for a Full-time employee.

They discussed Water Department staffing. The Supervisor suggested, that with the additional infrastructure coming up, they should budget for a Full-time laborer, which would make it a total of three employees. He stated that the salaries will be based off the rates that are paid. Jeff Cruz asked if they are intending on keeping Jesse's salary plus the 3% for the next person. The Supervisor suggested that they keep the 3% in the budget for a cushion. He stated, that it didn't mean that the next Water Superintendent has to be at that salary. Mr. Cruz stated that they budgeted \$21.22 per hour for Kristian next year. He asked what the new laborer should be given. The Supervisor suggested that they put the new laborer in at the same rate and they can discuss when they hire. Councilmember Noonan asked if the rate for the Water Superintendent included the bump-up he received after the salaries and budget had been approved last year. Mr. Cruz stated that he would have to check to make sure.

They discussed the position of Transfer Station Manager for next year. The Supervisor stated, that they all agree, they need someone in charge at the Transfer Station and it hasn't happened yet. He also stated, that if they hire a Full-time person, they'll lose a Part-time person. He stated that the fund is a delicate fund because it's fee based. He stated that they would have approximately \$50,000, but that's without putting anything into reserve or maintenance. The Supervisor did feel that a Full-time manager is needed. Councilmember Noonan suggested that there would be more revenue if there were oversight by a manager. After a lengthy discussion it was agreed that they would put \$35,000 plus benefits into the budget for a Full-time manager, and Mr. Cruz was asked to re-run the numbers.

They discussed the loader at the Transfer Station. Councilmember VanTassel stated that the Highway Superintendent was to have his mechanic look at the loader and give an opinion. He stated that he hasn't heard back from Mr. Joseph yet. He stated that the hydraulics have been repaired and it seems to be working fine, but that it was obviously in disrepair. Councilmember Hogan stated that he would like to see the tires and rims replaced, but understands that without raising fees, the money isn't there. The Supervisor commented that the loader was purchased from the Highway Department. They used it to load salt and that's how it became rusted. The Supervisor stated that the Transfer Station Committee could look into the possibility of a lease. He suggested that sometimes you can lease to own. The Town Clerk asked, if the Highway Department doesn't use their loader all the time, maybe the Transfer Station could lease from them. The Supervisor stated that they've had these conversations over the years and that there seemed to be a high need for it at Highway. The Supervisor suggested, that if there's a benefit to the Highway Department, maybe they could send an operator over. Councilmember VanTassel stated that they need to improve inter-department cooperation. The Supervisor agreed. Councilmember Donohue stated that he would speak with the Highway Superintendent regarding leasing, to see if he might be able to point the Town in the right direction. The Supervisor asked that Councilmember Donohue also ask about the possibility of the use of their loader. The Supervisor stated that the Water Department has a backhoe that isn't always being used and that they could look into using that as well.

There was a brief discussion relating to the use of credit cards at the Transfer Station. The Supervisor stated that they were in agreement that they should look into it. The Town Clerk stated that she had reached out to the company that services credit card use in her Department and they've given her information that she would pass along. She stated that there would be a minimum fee of \$1.75 for the use of a card, or 2.45%. She explained that the banks charge the fee. Councilmember VanTassel stated that he wanted to look into other companies that may charge a lesser minimum fee. He thought \$1.75 was a lot if someone were to be paying for a minimal amount. Councilmember VanTassel stated that this wasn't something that needed to be done right away. The Town Clerk stated that she would forward the information she was given.

They discussed ARPA funding. The Supervisor stated that they have the money plugged into the revenues, so they have access to it next year. He stated that it's the \$600,000 minus the \$140,000 that refunded the fund balance for personnel services. He stated that he received information this afternoon that the US Senate just passed legislation where they're loosening up the regulations that the funding can be used for. He stated that it hasn't passed the House yet, but it's something they're looking at.

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Councilmember Hogan asked that they have discussion regarding Pete Olesheski's salary. He stated that he's asked to do a lot and thought he was worth \$50,000 per year. Jeff Cruz stated that his budgeted salary for 2022 is \$48,328. Councilmember Hogan stated that he would like to see him over \$50,000. The Supervisor stated that they could have discussion in executive session.

A motion was made by Councilmember Hogan, seconded by Councilmember Noonan and carried, to adjourn to executive session at 8:05 p.m. to discuss the work performance of an unnamed Town employee or employees and to receive an update on contract negotiations with the City of Glens Falls for sewer capacity.

Asked if all in favor, the following responses were given:

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| Councilmember Hogan | Aye |
| Councilmember Noonan | Aye |
| Councilmember VanTassel | Aye |
| Councilmember Donohue | Aye |
| Supervisor Kusnierz | Aye |

Neither the Town Clerk nor the Principal Account Clerk sat in on the executive session.

The Town Board returned from executive session at 8:55 p.m. and the Supervisor made note that no action was taken in executive session.

The Supervisor stated that there were two items that they needed to take action on. The first item was to allow the Town engineer to apply for additional funding for the sewer project, which would be through the New York State Water Infrastructure Improvement Act (NYWIIA). If the Town is successful, they will receive 25% of the cost of the project, minus any grants they already received. He stated that it would be a potential 2.5 million He asked the Town Clerk to read the following resolution aloud:

TOWN OF MOREAU

MOREAU TREATMENT ALTERNATIVES RESOLUTION TO AUTHORIZE SUPERVISOR TO SUBMIT AN APPLICATION TO THE NYS ENVIRONMENTAL FACILITIES CORPORATION (NYSEFC) WATER INFRASTRUCTURE IMPROVEMENT ACT (NYWIIA) GRANT PROGRAM

WHEREAS, the Town of Moreau sanitary sewer system currently discharges to the City of Glens Falls wastewater treatment facility; and

WHEREAS, the Facility Agreement between the Town of Moreau and the City of Glens Falls allows discharge of up to 190,000 gallons per day; and

WHEREAS, in order to maintain the service provided by the Town's sewer system, a connection to the Saratoga County sewer system may be needed; and

WHEREAS, the Town of Moreau has commissioned the development of a Preliminary Engineering Report to identify the feasibility of discharging to Saratoga County; and

WHEREAS, the Town Board has authorized the Supervisor to develop and submit an application for funding for up to 25% of the project cost through the New York State Water Infrastructure Improvement Act (NYWIIA); and

WHEREAS, the program requests that the application contain and/or show evidence of project readiness including of a plan of finance and bond resolution, engineering report, engineering contract and legal contract for services.

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NOW, THEREFORE, BE IT RESOLVED that the Supervisor is authorized to enter into separate agreements with the Laberge Group and legal counsel for the provision of engineering and legal services associated with the sewer improvement project upon award of the NYWIIA grant; and

BE IT FURTHER RESOLVED, that a copy of the separate engineering and legal contract be submitted with the grant application as to provide evidence of project readiness and the Town of Moreau support.

Resolution #2021-321

A motion was made by Councilmember Hogan, seconded by Councilmember VanTassel and carried, to adopt the foregoing resolution as read into the record by the Town Clerk.

Asked if all in favor, the following responses were given:

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| Councilmember Hogan | Aye |
| Councilmember Noonan | Aye |
| Councilmember VanTassel | Aye |
| Councilmember Donohue | Aye |
| Supervisor Kusnierz | Aye |

The Supervisor stated that this would provide the Town with an additional option for disposal of wastewater generated by the Town. Currently the Town sends it across the river to the City of Glens Falls. This allows the Town to look into the feasibility and possible funding of infrastructure that would tie into Saratoga County's existing infrastructure. The Supervisor stated, as a result of the previous action, they need to declare themselves as lead agency and had the Town Clerk read the following resolution.

TOWN OF MOREAU

SEWER TREATMENT ALTERNATIVES

RESOLUTION TO DECLARE INTENT FOR LEAD AGENCY and CLASSIFY PROJECT as a
TYPE I ACTION

WHEREAS, the Town is proposing to undertake improvements to the existing Sewer District 1, Extension 5 sewer system, hereafter referred to as the "Project"; and

WHEREAS, pursuant to 6 NYCRR 617.6 the Town Board seeks to be established as Lead Agency as part of undertaking a coordinated review of this action with any Involved and Interested Agencies; and

WHEREAS, the Town Board considers the proposed Project to be a Type I action, pursuant to the New York State Environmental Quality Review Act (SEQRA) 6 NYCRR Part, and

WHEREAS, the Town Board has prepared the Full Environmental Assessment Form (FEAF) in accordance with SEQR, and it seeks to circulate a Notice of Intent to be Lead Agency (Notice), to all Involved and Interested Agencies, who shall be given 30 days to deliver any comments in response to this Notice that such other Involved or Interested entity may have regarding the Town Board taking on the Lead Agency role; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Moreau classifies the project as a Type I Action pursuant to standards in the New York State Environmental Quality Review Act; and

BE IT FURTHER RESOLVED, that it is the intention of the Town Board of the Town of Moreau to declare itself as Lead Agency for SEQR Coordinated Review of this Action; and

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BE IT FURTHER RESOLVED that the Town Board of the Town of Moreau hereby directs Laberge Group, as Engineer for the Project, to submit Lead Agency designations to all involved and interested agencies for the project through the service of a notice of intent.

Resolution #2021-322

A motion was made by Councilmember Hogan, seconded by Councilmember VanTassel and carried, to adopt the foregoing resolution as read into the record by the Town Clerk.

Councilmember Donohue stated that he wanted to go on record and say that he was unhappy with the 11th hour deal. He understood that they have to cover their bases but didn't understand how they ended up in this position, of not having enough sewer capacity. He stated that he assumed they had enough capacity back in August when the project started. He stated that he wasn't happy having to rush this through but would vote for it. He hoped that the City of Glens Falls will come up with something so they can go in that direction. The Supervisor stated that the Town does have sewer capacity but stated, as a result of previous administrations authorizing PUD's, which he voted against, it ate away the cushion that the Town had for sewer capacity. He stated that they still have it, it's just greatly reduced. The Supervisor agreed and stated that he too wasn't happy that they were doing this tonight but the deadline for the grant is November 22nd. Councilmember Noonan stated that he agreed with both the Supervisor and Councilmember Donohue. He was happy that they were looking toward the future and the possibility of having other opportunities. Councilmember VanTassel agreed as well and stated that this is unfortunate because of the position the City has taken.

Asked if all in favor, the following responses were given:

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|-------------------------|-----|
| Councilmember Hogan | Aye |
| Councilmember Noonan | Aye |
| Councilmember VanTassel | Aye |
| Councilmember Donohue | Aye |
| Supervisor Kusnierz | Aye |

The workshop concluded at 9:04 p.m.

Respectfully submitted,

Leeann McCabe
Town Clerk