

March 23, 2020

Village Board Workshop Minutes

Meeting held via Zoom conference call per New York State Executive Order 202.1 suspending the open meeting law.

Present: Mayor Margaret Blackman, Deputy Mayor John LaPierre, Trustee Annette Crane, Trustee Katherine Kristiansen, Trustee Shawn Halquist, Treasurer Daniel Hendricks, Superintendent Harry Donahue, Chief Mark Cuzzupoli, Deputy Clerk-Treasurer Erica Linden

Treasurer Dan Hendricks presented a tentative budget to the board. The original budget predicted a 2.89% increase in spending and revenues.

The largest budget revenues are the tax levy and sales tax.

We know that we don't know what the sales tax revenue will look like in this unprecedented time.

Discussion ensued about how to account for this unknown in the coming budget. The board suggested Treasurer Hendricks make adjustments to his original budget proposal for 2020-2021 and consider reducing the predicted sales tax for March-August 2020.

The original expectation for interest income, \$50,000, is now too aggressive as well and will need to be adjusted down to roughly \$20,000 or less.

The fines and forfeitures line is also high, as the court is closed and will need to be adjusted down.

There will be no SUNY Impact Aid now, which was \$200,000.

The Village does have a \$2 million fund balance to help ward off surprises, but the situation we find ourselves in (with Covid-19) is a big surprise.

We will not override the tax cap, we need to reduce expenses.

The tax cap is 2% or the inflation factor, whichever is less. This year, the inflation factor is 1.0178% and set by the State of New York.

We will need to look at reducing expenditures and questioning how much is feasible to spend out of the fund balance. Treasurer Hendricks is anticipating using a minimum of \$200,000 from fund balance.

The tax levy will be left where it was originally proposed. It is below the tax cap by \$10,000. We would not increase it beyond the original proposal.

Treasurer Hendricks will adjust revenues the best he can, including pulling out the SUNY Impact Aid, and ask department heads to reevaluate their expenditures. Building and Codes has new software budgeted, the Police Department has a car in their budget, perhaps those are items that can be cut. The DPW budgeted \$185,000 to help bring their fleet up. We use lease payments to do this. We anticipated making a down payment this year and another next year. We have \$125,000 in the equipment reserve account (separate from the fund balance).

Treasurer Hendricks is reluctant to end the effort to make improvements to the DPW fleet, as that happened before and has made it difficult to replace and update the equipment. He suggests we go forward with the amount for the down payment, get a fixed lease established, and consider the second year lease a bit later.

The Village has \$1.4 million of other reserves that are restricted or assigned. This includes the statutory employee benefit fund, the water fund and the equipment fund.

Questions about AIM money were asked – we do not know what will happen with AIM money as it is somewhat based on sales tax and internet sales tax. We will have to be watchful of how the county will manage this.

Treasurer Hendricks said we will monitor revenues very carefully moving forward and adjust as we go along. This will be a very unique year and will need to be flexible.

Regular meeting closed at 7:42 pm at which time the board entered Executive Session with Treasurer Hendricks to discuss a personnel matter. Executive Session adjourned at 8:18pm.

Erica Linden, Village Manager