

A Special Meeting of the Town Board of the Town of Clarence was held on October 11, 2012 at the Clarence Town Hall, One Town Place, Clarence, New York.

Supervisor David C. Hartzell, Jr. reconvened the meeting from October 4, 2012 at 3:00 p.m. Members of the Town Board present were Councilmembers Bernard Kolber, Patrick Casilio, Peter DiCostanzo and Robert Geiger. Town Attorney Lawrence Meckler was present.

Supervisor Hartzell said as a result of the last meeting, he is suggesting that the Board give the non-union employees the 3% increase in their salary for 2013 rather than stipends as discussed. He believes next year they should be based on performance benchmarks. A lot more should go into the payment of our employees than everybody getting a raise. He spoke with the Town Attorney about getting an HR consultant to put together a structure that can be followed.

Supervisor Hartzell said he and Pam took out some overtime. He is suggesting that the overtime be put back in at this time. He and Karen met with the court office this morning to discuss flex time. It gives them the opportunity to take time off rather than overtime. They are thinking about how they could do that.

Supervisor Hartzell said he talked to the disaster coordinator and he would like to add that position back in at \$18,000. There are items in the budget that they are not using. He is not sure that we need two positions. We can discuss that further.

Supervisor Hartzell said he met with the Town Attorney and asked if we could cut the legal and professional services line in his budget by \$30,000. He agreed to allow that change. If something happened that he needed more funding, we could take it from contingency.

Councilman Geiger said he attended the Senior Center board meeting and they said the disaster trailer is stored there. They also said that Dave Bissonette meets with them on occasion to make sure they have enough volunteers in place in case they were needed.

Supervisor Hartzell said he has proven to do a good job for the Town. The cut would pay for overtime.

Councilman DiCostanzo said we discussed at the last meeting that we pay for it as we go and now you are putting it back to the way it was.

Supervisor Hartzell said he spoke with him and he wants a stipend. He spoke with other towns and there is very little interest in sharing of a disaster coordinator. This may just solve the problem for now. Dave Bissonette would like to keep the other position also.

Councilman Kolber said most of that position is for preparedness. He thinks we need to have it.

Councilman Casilio said it has been almost every two years that we have had an event where they step in and handle it. In regard to the senior center, it helps take the burden off the fire companies so that they can handle other things. The people at the senior center were very willing participants and it makes a lot of sense.

Councilman Kolber asked what the long term disaster aid line is used for. It was not in the previous budget.

Councilman DiCostanzo said anything on this page is under general fund salary schedule. It is for people. We do have an agreement for him to do mutual aid. We may have to pay him and then get reimbursed.

Councilman Casilio said we do have a disaster plan. Dave takes care of following the system in place when needed.

Councilman DiCostanzo said it does not appear that we have used that line at all. Four of the other lines in his budget do not look as though they were used either.

Councilman Kolber said we used to get a fund balance analysis from the outside accountant. Councilman DiCostanzo said we did not contract for them to do that.

Councilman Kolber asked about the overtime for court.

Supervisor Hartzell said it will be their choice for next year to use overtime and flex to see how it works.

Councilman Kolber said if the emergency services is going to be \$18,000 total, what are we cutting out?

Supervisor Hartzell said he would leave their salaries and a couple thousand for expenses.

Councilman DiCostanzo asked if anyone is recording all of the agreed upon changes.

Councilman Kolber asked about the legal services budget.

Town Attorney Lawrence Meckler said they did not have a lot of outside legal work this year. Having Steve and himself was a help also. He is not anticipating a heavy duty lawsuit. He looked over the last few years and there were some big issues taken care of.

Supervisor Hartzell said we could see where we are next year and determine if that needs to go back up.

Councilman Casilio said the professional fees in engineering have gone up considerably for next year. Supervisor Hartzell said Tim would like help for the library.

Councilman DiCostanzo said we did not use very much this year.

Mr. Meckler said the library was only one of several projects he is working on.

Councilman Casilio said it would be nice if Pam would red-line these changes so that we can see them. He would also like the blanks filled in that she left empty. The 2011 appropriated fund balance is a pretty important number to us and it is not in here either.

Councilman Kolber suggested that we have a line of what is actually used to date for next year's budget process. It would help if it was all on one sheet.

Supervisor Hartzell said the spreadsheets for the department heads were going different ways also. If you have any suggestions, let us know and we will make this better for next year.

Councilman DiCostanzo said the sales tax number in the budget is about 3% from what we had last year.

Councilman Casilio said it is probably still a conservative number.

Councilman DiCostanzo said there are several large differences between budgeted numbers and actual numbers. He does not know if Pam is looking at that for them or not. He is not sure why she would leave right at budget time.

Councilman Casilio asked Tom Brady if he had to discuss anything with the Board?

Mr. Brady said he was unable to attend the last session. He wanted to make sure the Town received the 990 from Clarence Center Fire Company.

Councilman DiCostanzo said it is a 990, but not everything that they needed.

Councilman Casilio said it is really tough to do this without the 990's. Rapids was the first to get all of their information in.

Mr. Brady said he will have to check to see if their accountant sent everything they needed. They have had issues and he will get it straightened out.

Councilman DiCostanzo said the fire companies get financial statements done by an outside accountant and the 990 is a tax report. He likes to take the request from the previous year with the breakdown explaining the reason for the contract amount. He compares what they ask for and what they actually spend. An example is a request for utilities is \$40,000 and the next year the request is for 3% more, but the actual spent was \$32,000.

Councilman DiCostanzo said that is what he is talking about with the Town Budget. There are several numbers where we should maybe cut a little more based on actual spending.

Councilman Kolber said as far as utilities go, we did put the solar panels in last year. It was also a warmer winter than usual and gas prices went down. We are coming in to the cooler months and will be using up some of that.

Supervisor Hartzell said we have the tower out back and he was thinking we could explore a windmill as long as the federal government is helping pay for it.

Councilman Kolber said he would like to see if we could use it for something before giving it away. An engineer would have to certify it before you could put anything on it.

Councilman DiCostanzo referred to other lines that were the same. Pam may have notes on some of them indicating what it is going to be used for this year. It just looks now like we are over-budgeting for some things.

Councilman Casilio said he appreciates that our people do not spend it just to spend it. Would it be better if it fell to general fund and we used it to support the next year's tax rate?

Councilman DiCostanzo said that is what we have been doing because we are over-estimating our expenses.

Councilman Casilio said it is not that much. If it was 30% or something like that, he would be more concerned. It is pretty close.

Councilman DiCostanzo said some are more. The contingent line is increased and we did not spend anything this year.

Supervisor Hartzell said he asked Pam to cut that to \$50,000.

Councilman DiCostanzo referred to several lines that budget for more than spent. They do not know what plans there are for the rest of the year.

Councilman Kolber called Jim Burkard to verify a number in the Parks budget. This year was for bleacher pads that will still be coming out. Next year is for new bathrooms and curbing at Parker Park. We should actually schedule time with each department head and they could explain all of this to us or they could submit it with their requests.

Supervisor Hartzell said he would like to do that next year.

Councilman Casilio said he would hate to make it too lean that you are forced to do a major tax increase because you do not have enough money to run the town. You can't beat it to death. He also does not want the department heads to spend money just to spend it either.

Mr. Meckler said from what he has seen, it is never a case of them spending more than they budget for.

Councilman Kolber said he would like to put additional money into security for the summer months. The more presence in the parks should cut down on costs for vandalism and damage. We could bring on additional people for a summer position. We could boost line A3120 by \$20,000. He would like to cut the winter months back.

Supervisor Hartzell said he would like to have someone watch the videos if we have the cameras all up next summer.

Councilman DiCostanzo said then we are adding 1,600 hours.

Supervisor Hartzell said we are going through about 200 hours per week from May thru October.

Councilman Kolber said we should sit down with Joe and tell him what we want and he can take it from there.

Mr. Meckler said it is still a lot cheaper than hiring even two fulltime police officers.

Motion by Supervisor Hartzell, seconded by Councilman Kolber to close the following projects and move remaining balances to General Fund Debt Reserve Account:

<u>Project #</u>	<u>Project</u>	<u>Amount</u>
14	Town Hall Bathrooms	\$ 665.56
15	Town Phone System	458.46
20	Town Hall auditorium	378.84
28	American Legion	709.61
29	Animal Shelter	1,127.59
61	Town Hall Sewer	10,531.64
86	Clubhouse Rehabilitation	54,477.00
87	General Town Property Purchases	2,337.33
89	Sprinkler Town Park Clubhouse	20,750.64
93	Sprinkler Historical Museum	128.57

Upon roll call – Ayes: All; Noes: None. Motion carried.

Motion by Councilman Casilio, seconded by Councilman Kolber to authorize Supervisor David Hartzell to sign the Fireworks Exhibition Agreement with Young Explosives Corporation for the fireworks display at the Day in the Park event to be held on Saturday, June 29, 2013 in the Clarence Town Park. On the question, Councilman Casilio said we get a 10% discount and 10% additional time by getting the contract in early. He would rather see Paul Cambria do a three-day event over Memorial Day. The 4<sup>th</sup> of July weekend is not a good time for a three-day event. Upon roll call – Ayes: All; Noes: None. Motion carried.

Motion by Councilman Geiger, seconded by Councilman DiCostanzo that upon the recommendation of Highway Superintendent Theodore Donner, the bid for the purchase of two 2013 Ford Escapes in an amount not to exceed \$32,788.04 with trade-ins be awarded to DeLacy Ford. On the question, Councilman Casilio said these vehicles are going to the Engineering Department to be used by Tim Lavocat and Marty Root. They are trading in the pickup that Marty drove and the Expedition that has 180,000 miles on it. They are passing down Tim's Escape to security. Councilman Kolber said he would like to get something for security that is designed for security. Upon roll call – Ayes: All; Noes: None. Motion carried.

Supervisor Hartzell said Councilman DiCostanzo said he has been working on the list of changes to the budget as they have been discussed. He could email that to him and Pam to have ready for the next meeting for review.

Councilman Kolber said we have cut some things out already.

Councilman Geiger asked if flex time is being proposed for everyone.

Supervisor Hartzell said it will be available for everybody, but we are starting it in the court.

Councilman Geiger said in the meantime overtime stays the same.

There being no further business, Supervisor Hartzell recessed this meeting at 4:25 p.m. until Thursday, October 18, 2012 at 3:00 p.m.

Nancy C. Metzger  
Town Clerk