

Caroline Town Board Budget Meeting Minutes of October 15, 2020

The Town Board Budget Meeting was held electronically via Zoom teleconference on October 15, 2020 beginning at 7:05 p.m. hosted by Supervisor Mark Witmer co-hosted by Councilmember

Attendance:

Supervisor Mark Witmer
Councilmember John Fracchia
Councilmember Irene Weiser
Councilmember Tim Murray
Councilmember Cal Snow

Recording Secretary:

Jessica L. Townsend, Town Clerk

Also Present: Velvet Lyke, Town Bookkeeper and 0 members of the public

Supervisor Witmer welcomed everyone to the 2nd Budget Workshop Meeting. Tonight, they will be reviewing the A Fund lines. The next workshop meeting is scheduled for next Tuesday, October 20th at 5:30pm.

An application for a Verizon co-location on the bald hill tower has come in and has been viewed by Temp Code Officer Steve Cortright. Caroline's Telecommunications Law allows for the Town Board's approval or to refer to application to the Review Board. Mr. Cortright believes that they have met all requirements. Councilmember Murray recommended sending it off to Review Board for their information and approval.

2021 Tentative Budget Discussion – A Fund

Supervisor Witmer went through the 2021 Tentative Budget A Fund account lines. Below are the lines that were discussed and had proposed changes:

Justices – Proposal is to stay flat this year. The Justices have asked for an increase this year. Supervisor Witmer noted that they were given a 20% increase last year. Councilmember Weiser gave a presentation outlining other municipalities Town Justices and Court Clerk's hours, number of Judges, salaries and summary data reports. She noted that we have not received data reports from our Justices in order to look at the current and past case load. Supervisor Witmer also presented data from other Town Justices, including town population, and feels our Justices are in sync with other towns. The Town Board would like to review the case load in order to do a fair analysis. Councilmember Weiser will reach out to Cindy who is the Interim Court Clerk at this time.

Town Clerk – Proposed flat wage rate. 68.7% decrease in the Deputy Clerk line. 50% decrease in Equipment line. Clerk stated that of the \$16,000 budgeted for 2020 only \$2,000 was spent. She is comfortable maintaining the duties of her office solely and recognizes the need to save the taxpayers the cost of an additional employee.

Legal – Discussion regarding planning costs for future development and litigation expenses. The Town Board agreed that there is and will be increased need for attorney advice and therefore more fees. Councilmember Weiser added items that will need to be addressed soon; Legal Engineering for Road Use Law, and an Attorney for Emergency Services. The Board will review this further and discuss in upcoming meetings.

Engineering – Discussion on Creeks reserve line. Proposed a 29% decrease. This is because the engineering is nearly completed on Ekroos Road and therefore the costs will be much lower in 2021.

Cleaning – Proposed an increase of \$1,500 because of the additional cleaning needed to meet the guidelines that are in place surrounding COVID-19.

Food Pantry – Proposal to stay flat. Councilmember Weiser recommended an increase of \$500 (20% increase). There was significant support for this and is being considered.

----End of Meeting ----

The meeting ended at 9:15p.m.

Respectfully Submitted,

Jessica L. Townsend, Town Clerk

DRAFT