

Caroline Town Board Budget Workshop #1 Minutes of October 12, 2023

A Town Board met to discuss the 2024 Preliminary Budget was held hybrid beginning at 12:37 p.m. and was hosted by Town Supervisor Mark Witmer

Attendance:

Supervisor Mark Witmer
Councilmember Cal Snow
Councilmember Tim Murray
Councilmember Kate Kelley-Mackenzie
Councilmember Michele Brown

Also Present:

Hwy. Supt., Bob Spencer

Recording Secretary:

Jessie Townsend, Town Clerk

Public Attendance: 0 in-person, 0 via zoom

Budget Workshop Notes

Town Clerk

Equipment – (A1620.2) Request to replace a 2015 laptop. The board discussed the equipment rotation schedule and agreed to the purchase in 2023 from the Town Hall IT Equipment line.

Records Management – (A1460.1) Request for \$1,500 in Personal Services line for tracked time spent as the FOI Officer. The board needs to set a wage rate for those services.

Highway

Traffic Control (A3310.4) was decreased from \$189,000 to \$135,685 by \$500 based on 2023 expenditures. Bob requested this line not be decreased, this line funds the traffic signs, cones, street name signs, etc.

General Repairs (DA5110.4) decreased 28% - Bob again requested that this line stay flat at \$189,000. Money is spent this time of year to stockpile stone, pipes and all other items related to road repair.

Machinery (DA5130.2) *New Equipment* – stayed flat \$200,000. Bob encouraged the board to consider increasing this line in order to stay on track with the equipment replacement schedule.

Other Transportation (DA5680.4) line used for random drug screening. New protocols may result in more frequent testing.

Discussion continued regarding capital equipment planning. Bob noted the upcoming equipment that needs to be replaced: a mowing tractor, a roller, a loader and a one-ton truck. There will be a \$50,000 installment payment due in 2024 and would like the Board to consider leasing again for a new 10-wheeler. There is still a 20+ year truck that needs replacing as they continue creating a rotation schedule.

A motion to adjourn the meeting was made by Supr. Witmer and seconded by Clm. Kelley-Mackenzie and carried unanimously at 1:52 PM.

----Meeting Adjourned----

Respectfully Submitted,

Jessie Townsend