

**TOWN OF NORTHAMPTON  
2022 PROPOSED BUDGET  
WORK SESSION  
September 24, 2021**

The Town of Northampton held a 2022 Proposed Budget Work Session on Friday, September 24, 2021 at 10:00 a.m. in the Municipal Building, 412 South Main St., Northville, NY.

**PRESENT:** Supervisor: James Groff  
Councilmen: Darryl Roosa, William Gritsavage, and Art Simmons  
Absent: Councilwoman Molly Zullo

**RECORDING SECRETARY:** Elaine Mihalik, Town Clerk

**Other Town department representative in attendance was:**

Bookkeeper/Budget Director- Nathaniel Matthews  
Ken Cramer – Highway Superintendent

Town Clerk, Elaine Mihalik had provided the Town Board a proposed Tentative 2022 Town of Northampton Budget at the September 24, 2021 Budget Work Session.

Ken Cramer informed the Town Board that he has replaced approximately 12 culverts; ditched approximately 10 miles of road and had done shoulder work. That was using the rented excavator basically once a week. The other part of the week we were picking up garbage among other things that I have going on. We spent approximately \$11,000 to rent the excavator for four months and I would like to rent it again next year. I have been thinking for three thousand dollars less for four months, if we had the excavator for the full year and we actually leased it to own it. What we are doing is renting it at a discount for now and we have to return it after the lease. We can hope they will rent in the future and continue that discount price for the municipalities. Where if we lease it to buy it at \$15,500 per year, we would own it after the four-year lease stated Mr. Cramer. If I didn't need it, I wouldn't ask for it explained Mr. Cramer. It would be approximately \$3,000 to \$5,000 more a year for four years explained Mr. Matthews. If they don't do the discount rate the cost of the rental will be \$3,000 - \$3,500 more per year to buy it. You are also comparing it from four months to rent it to twelve months stated Mr. Cramer.

Is there anything it can be used for in the winter, asked Councilman William Gritsavage? How many days did you actual use the equipment when you rented it this summer?

With all the rain days this summer I got approximately a month's use out of it responded Mr. Cramer.

Isn't Edinburg buying one?

Response: They are getting a little one. It is a 30 which about ½ the size of the one we had rented. They are going to use it on their highway when they can but their main purpose is getting it for the cemetery.

If we do buy this, do we need a tractor ask Supervisor James Groff? We do have a bucket loader. How much is it for the tractor?

Response: approximately \$108,000.

We have to pick what we want to do and we cannot do everything stated Supervisor James Groff. For the amount of time that we use it we can borrow the Counties.

Mr. Cramer stated that he spoke with Mark Yost and they have two at the County and he never saw it.

Supervisor Groff explained that both the Village has a back hoe and we have a back hoe. There is no reason the two of you can't work something. You used it for the water district. Mr. Cramer explained that he has had to use a Hydro Excavation to Hydro vac the soil instead of digging, it vacuums it. If we have a water leak like we did last winter he explained he never would have kept up with a back hoe. The dirt just kept caving and falling back in and the Hydro Excavation equipment sucked it all up.

Supervisor Groff stated that he knows that you need the different equipment at times but I feel you have a lot of equipment. I know that rain is a big problem, if you can schedule all your ditching within a month and try to do all of it. We would have to try to figure out where we can come up with the money.

Mr. Cramer noted the equipment that he has. A back hoe, a 22-year-old bucket loader, a 1991 dump truck, 15-year-old single action truck, and the 2 plow trucks. Compared to the Village they have a back hoe, a skid, 3 single axel dump trucks, and a 1 Ton truck, they have 8 miles of roads to maintain and I have 62 lane miles of Town and County roads to maintain. Two out of the four years that I have been in office I've spent the summers a man short both times. One was because I couldn't find someone and the other was because of Co-vid. That's \$60,000 we saved right there.

We need to consolidate with someone or share services for some of this stated Supervisor Groff.

Whatever we do, I do not want to see the taxes go up one cent; zero percent increase stated Councilman Art Simmons.

It was asked if this amount was included in this budget.

Mr. Matthews responded saying that the rental is in the budget on page 20 under Contractual expenses DB5140.403. \$15,000 is budgeted and you have other things that come out of there as well. He put an extra \$1,000 into the Repair and Maintenance. In essence the budget remains the same from last year to this year.

You were talking about replacing the 15-year-old single action truck next year weren't you asked Supervisor Groff.

Mr. Cramer responded saying you're going to have to start thinking about it now and preparing for it. If I ordered one at the beginning or sometime during next year, you wouldn't be taking delivery on it until 2023. If you wait two years to order it, it will take another two years to take delivery of it. You're then pushing 20 years on that truck.

Mr. Matthews stated that if we ordered the truck this year or after January 1, 2022, we would have to have financing in place. The payment would have to be budgeted in the 2023 budget. That would be approximately \$50,000 plus per year if we do not put anything down. By that time, we should have more reserve money assuming we do not spend it on an excavator. We should have approximately \$100,000 to put down on it.

Mr. Cramer mentioned an email he received regarding the Water Infrastructure Improvement Act (WIIA) and the Intermunicipal Water Infrastructure Grant Program (IMG) that NYS Environmental Facilities Corporation (EFC) is offering \$400M in Grants for critical drinking water and wastewater infrastructure upgrades Projects in 2021-2022 fiscal year. The deadline to submit applications is Monday, November 22, 2021.

We need to figure out what is the most important thing that we need to do with the water system because we are going to have to make some improvements on that stated Supervisor Groff. There was discussion on the fire hydrants in the Sacandaga Park. Mr. Cramer informed the Board that we have shovel ready or construction ready projects because we already have the engineering done for the Sacandaga Park. EFC is already aware of all this and we are technically ready. Discussion ensued on getting things needed to be done in the Sacandaga Park Water/Sewer District. Supervisor Groff suggested Mr. Cramer calling Jason Denno and setting up a meeting with him and he will check with Travis.

Supervisor Groff has asked Nathaniel Matthews, Budget Officer to explain what they had discussed, what he had come up with and where we are at.

Mr. Matthews stated that he and Supervisor Groff had met and Supervisor Groff mentioned that he did not want to see any increase in the tax rate at all. The Fund Balance is not raising the rate for Lighting, General and Sewer. The budget does take into account of the salaries that you have in front of you as well.

It was asked about the Assessor's salary.

Response was that the Assessor reduced her salary a couple of years ago and she requested an increase last year and the board went up to \$20,000 last year. She requested the salary increase to hire a girl to come in and help her. The girl is not helping her now.

Supervisor Groff noted that he has put in a 3% increase for pretty much everyone. I believe we should keep the 2% increase for the Highway Crew because they have the contract.

I saw an increase in fund balance this year stated Mr. Matthews. There is a fund that shows a decrease that is the Fire District as well as the Sewer District.

The Fire District is a planned decrease. It is a planned operating deficit because of the fund balance that is being carried over. We do not need a fund balance in there at all because it is all based on contractual. Sales Tax pays for it basically. I am trying to decrease it systematically over the years.

The Sewer District is also a planned operating deficit. It actually it shows as a deficit however; it is actually an increase because the decrease is based on use of reserve funds.

The beginning fund balance on the top line is not just cash it is all of the reserves that is your outstanding money coming in. The very bottom line your unrestricted, unappropriated dollar amount that is how much fund balance we have left after everything is said and done at the end of the year. We have been growing and every fund has been increasing, trying to get back up to a healthy amount.

This year has been a banner year for us. We have brought in more Sale Tax than ever before. That has helped us tremendously. The internet sales are being allocated where it should be. There are so many incentives going to people from all of the Covid relief that they are spending them. I did not budget based on what we have seen in the last year and half on Sales Tax and revenues. I did not budget on where we were in 2019 either explained Mr. Matthews. I took middle of the road, increased the Sales Tax considerably but I feel it is still a conservative increase that I feel is very much achievable. Supervisor Groff stated that we have been working on it year by year and did not have a big increase.

Page 1. There were very little changes other than salary adjustments. Putting money in where it is being allocated.

Page 2. Allocation of salaries and slight computer increase for Tax Collection.

Page 3. Change in Assessor's salary from \$20,000 to \$25,000. I did leave \$1,000 for an assistant.

Discussion ensued on the Highway Superintendent and Water/Sewer Maintenance salary. It was asked, can we pay him if he works outside of his 40 hours? Can the board set a policy if you are elected? Could you do it as the Water/Sewer Maintenance Operator? If he worked on a Saturday in the Park, it would only be fair. If we could then we would be showing him we are working with him explained Supervisor Groff.

If it was an appointed position and we did it on an hourly basis he would receive over time for everything stated Mr. Matthews. The board asked Mr. Matthews if he would look into that and report to them his findings.

It was asked about the Village Highway Superintendent. The response was that the Village Highway Supervisor is an employee he is not appointed. There was discussion on the possibility of consolidation of Public Works.

There was discussion on the equipment and garbage pick-up.

Page 4. Buildings there has been an increase the contractual from \$20,000 to \$25,000. From the Supervisor and I talking about doing the carpets throughout and also for the sign out front.

It was asked if the Board considered doing anything with the air conditioner at the end of the hallway because we have had a lot of issues with it. That is something we need to talk about because we do have currently the NYSERDA Grant partial match stated Mr. Matthews. Which we were going to do little mini splits we can put it on hold with the Covid. The American Recovery Act – the Covid Fund can be utilized for HVAC stuff also. Supervisor Groff stated that we do need to look into it.

Page 5. Special Items – Increased the contingent account from \$25,000 to \$30,000.

Page. 6. No substantial changes.

Page 7. We are still within our budgeted items.

Page 8. This is our Economic Development. Parks- A decrease in the allocation of the hours from \$3,500 to \$2,000.

Page 9. Garbage tipping fees decreased from \$72,500 to \$70,000. Last year we were at approximately \$59,700.

Cemeteries – Elaine and I (Supervisor Groff) have been trying to get the maps for the cemetery straightened out. We’re looking at Stu not working up there next year. He has been having problems. Dave from Creative might be able to help us. Elaine and Nate already do the deeds for the lots. We’re going to have to look at this over the winter time to see what we are going to do.

The big shift in Cemeteries was taking the salaries and put it into contractual. I did leave a little in salaries just in case the highway crew were to be working at the cemetery because sometimes they do to help out stated Mr. Matthews.

Supervisor Groff mentioned that it looks like we might be taking over one of the cemeteries in Fish house in the future.

Page 10. Employee benefits - We really don’t have any control over these. Budgeted for a 10% increase.

On the Transfers – this is the funding in the Reserves I increased the Building Reserves amount from \$5,000 to \$10,000. I do not see any reason to not fund the Reserves at the end of this year as planned.

#### General Fund -Revenues

Page 11. There is a change for the Non-Property Tax. I increased our Sales Tax from \$225,000 to \$250,000.

Under Home and Community under sales cemetery lots I increased from \$750 to \$3,000.

Page 12. Fines and Forfeitures decreased from \$17,500 to \$12,500 based on what has actually be coming in.

Page 13. No real changes in there. I left the NYSERDA Grant I left in there just on the chance you would want to use the rest of those funds.

Discussion ensued on the Property on Houseman Street.

#### B Fund

Page 14. Law Enforcement increased from \$5,000 to \$60,000 because of the unknown if the Town wants to contact with the Village for Police protection. There are funds there to support it if needed. We are supposed meet with two of the Village Board members to talk about it. We are not getting other police protection from anywhere else explained Supervisor Groff. One of the stipulations is we would set up a contract with an Inter-Municipal Agreement where the Town would have a say we would be part of the administration. It would not be a contract where the Village runs everything.

What would happen with such an agreement with Fish house?

They would have to go over there because that is part of the town stated Supervisor Groff. If we are going to do this everybody resigns and they are done by December 31<sup>st</sup> and they have to reapply. Two members from each board (Town/Village) have a say as to what goes on.

Page 15. Zoning - Personal Services B8010.1 decreased from \$20,000 to \$15,000 And B8010.101 - \$19,500 is for Robin and she is hourly assisting the Code Enforcement Officer.

Page 16. Employee benefits all of them are controlled. The big change for the fund was the potential Police protection.

## B Fund Revenue

Page 17. Allocated \$50,000 more in Sales Tax to the B Fund to help offset the Police protection increase. If we don't contract for that amount or we do something different. We will allocate this somewhere different throughout the year.

Page 18. General Governmental – Increased it from \$52,500.00 to \$60,000. However, I think that this is going to be a record-breaking year for Mortgage Tax as well. We've received \$48,134.15 a half a year which is what we budgeted for almost the entire year. I didn't increase the Mortgage Tax for next year because I spoke with the Real Estate Agent and asked about the trend and how it is looking. What they alluded to was that the market is now becoming saturated with houses for sale, not really seeing a correction in price. But the people who have bought have pretty much bought.

Supervisor Groff mentioned that it is believed that they have work for 22 homes that they are going to build on the Winnie Pond property. They are working on putting the power line in around there.

## Highway Fund

You are going to see the reflections of Ken Cramer, Highway Superintendents requests.

Page 19. Machinery increased from \$17,500 to \$22,500. .

Page 20. Contractual Expense with the Excavator I do have it under the rental. What would the Board like me to do? I would like to see it like it is for another year stated Councilman William Gritsavage. Supervisor Groff stated that he thinks if Mr. Cramer could schedule a month's worth of work with the back hoe and then do it. Not pay for four months and have it set there 70% of the time. Pick a section out that you want to do and rain or shine do it. Unless it's a torrential down pour.

It was agreed that he should work with it and start looking for replacing the dump truck that is 20 years old and get rid of that. We could eliminate 2 trucks when we get rid of that one. We will put a plan together. We do not know if the quote Mr. Cramer gave us is for a single axel truck or is it for a tandem truck. Mr. Matthews mentioned that Mr. Cramer never gave him any paperwork when he told him the quote for the truck. We would not budget for that this year.

It was suggested to maybe share it with the Village.

Page 21. No changes.

Page 22. Debt Service. You will see where we will be paying off the Bond for the dump truck. We are still paying for the Back hoe.

Page 23. Revenue - We increased the Sales Tax Distribution by the County in the Highway Fund from \$400,000 to \$425,000.

Page 24. C.H.I.P.S. this is the appropriations.

## Fire District

Page 25. This is based on contract. We budgeted \$11,000.00 for the Fish House Broadalbin Kenyetto Fire Protection contract and our revenue for that.

## Sacandaga Lighting SL Fund

Page 26. Budgeting \$16,000.00 as in the past. I am attempting to plan an operating deficit to drop down that fund balance a little bit.

Sewer Fund

Page 28. We are still working out certain things with the meters. Still trying to get a handle on the percentage of water based on what is pumped versus what as is read. Supervisor Groff and I are not going to do a sewer rate based on metered usage right yet. But definitely next year I don't see any reason why it wouldn't take more than a couple six months to figure out and get a better handle on everything. Now, that we have had the water meters going practically a year. We might be working on changing the water rates next year. From my prospective I need a broad range if he read. We need to allocate for the lost water in the rates and that is what I am trying to get a handle on. When I initially did it, it seemed so high as a percentage of water that I wasn't comfortable using it. So I decreased it to some degree that my numbers have to be wrong. Or do I really need to look at this and bring it back to the board. We are going to keep the Sewer Tax exactly where it was and the flat rate where it is until next year. The Tax Cap this year was 2.7%.

**General -Townwide Fund**

Appropriations	\$936,450
Revenues	\$319,150
Less Appropriated Cash Surpluses	\$197,338
Raised by Tax	\$419,962

**“B” General –Outside the Village Fund**

Appropriations	\$292,200
Revenues	\$274,650
Less Appropriated Cash Surpluses	\$ 17,550
Raised by Tax	\$ -

**“DB” Highway-Outside the Village Fund**

Appropriations	\$612,800
Revenues	\$535,250
Less Appropriated Cash Surpluses	\$ 77,550
Raised by Tax	\$ -

**“SF” Fire District Northampton/Fishhouse Fire District Fund**

Appropriations	\$11,000
Revenues	\$10,501
Less Appropriated Cash Surpluses	\$ 499
Raised by Tax	\$ -

**Sacandaga Lighting District**

**“SL” Lighting District Fund**

Appropriations	\$ 16,000
Revenues	\$ 5
Less Appropriated Cash Surpluses	\$ 3,399
Raised by Tax	\$ 12,5968

The budget has decreased.

**Sewer Fund**

**“SS” Sewer Fund**

Appropriations	\$238,225
Revenues	\$ 40,200
Less Appropriated Cash Surpluses	\$146,005
Raised by Tax	\$ 52,020

**Water Fund**

**“SW” Water Fund**

Appropriations	\$204,395
Revenues	\$150,275
Less Appropriated Cash Surpluses	\$ 54,120
Raised by Tax	\$ -

If you have no changes on this proposed 2022 Budget then I will file it with Elaine Mihalik, Town Clerk on September 30, 2021 as the 2022 Tentative Budget. The Town Board was in agreement to file the proposed 2022 Budget as the 2022 Tentative Budget with Elaine Mihalik, Town Clerk. It can be changed if needed as presented as the 2022 Tentative Budget.

Having no further business come before the board, Councilman Darryl Roosa motioned to adjourn the meeting at 11:48 a.m. Seconded by Councilman Art Simmons and passed by,  
4-Ayes: James Groff, Darryl Roosa, William Gritsavage, and Art Simmons  
0-Nays  
0-Abstain

Respectfully submitted,

Elaine Mihalik, Town Clerk