

TOWN OF POTSDAM PUBLIC HEARING
September 24, 2019
6:00 PM

Supervisor Carvill opened the Special Meeting of the Potsdam Town Board at 6:05 PM on September 24, 2019. The meeting was held at the Town Office, 18 Elm Street, Potsdam, New York.

PRESENT: Supervisor Ann Carvill
Councilperson Sarah Lister
Councilperson Toni Kennedy
Councilperson Judy Rich
Councilperson Rose Rivezzi

ALSO PRESENT: Cindy Goliber, Town Clerk
Peggy Brusso, Supervisor's Clerk
Sally Boslet, Per Diem Clerk

ADOPTION OF THE AGENDA

MOTION made by Councilperson Kennedy and SECOND by Councilperson Lister to approve the agenda as presented.

ADOPTED: Ayes 4 Nays 0
(Carvill, Rivezzi, Lister and Kennedy voting aye.)

ACTION ITEMS:

MOTION made by Councilperson Lister and SECOND by Councilperson Rivezzi to adopt the proposed local law 2019-3 titled Tax Cap Override for the Budget Year 2020 ass Local Law THREE (3) OF THE Year 2019.

ADOPTED: Ayes 4 Nays 0
(Carvill, Rivezzi, Lister and Kennedy voting aye.)

PRESENTATION OF THE 2020 TENTATIVE BUDGET

Supervisor Carvill said the Tentative Budget had been filed with the Town Clerk on 9/16/2019.

REVIEW OF THE GENERAL FUND

The town board members reviewed line items in the General Fund.

- TOWN JUSTICE – Board members recommended leaving the salary the same as 2019 - \$28,500.
- BAILIFF – The line item for salary was reduced to \$10,900 as recommended due to a decrease in the bailiff's hours.
- SUPERVISOR – Supervisor Carvill had requested an increase from \$16,450 to \$20,000 due to the increased hours (15 – 20 weekly) spent at the office and beyond in her duties as supervisor.

- Board members agreed that this is more than a part-time position and acknowledged Supervisor Carvill's commitment to the position. Councilperson Rich supported increasing the salary to \$25,000. Discussion ensued and board members agreed to set the salary at \$23,000. This may be revisited depending on the final budget calculations.
- SUPERVISOR CONTRACTUAL – This line item was increased to allow one or two board members to attend the Association of Town's meeting in February. Councilperson Rivezzi said that it was a worthwhile experience when she was a new board member. This year Councilperson Kennedy is scheduled to go and possibly Supervisor Carvill.
- Town Clerk Goliber said she was requesting a 2% raise, which she divided up between the clerk and tax collector lines.
- A GRANT line item in the amount of \$10,000 was added under "special items" to be used for matching funds if the town were to submit a grant.
- POTSDAM CHAMBER PRESIDENT Kelly Hitchman requested a \$200 increase to cover growing expenses. Board members agreed that this was a modest request of 1.8 – 2% and they thanked Ms. Hitchman for her hard work and leadership.
- TOWN GARAGE expenses were increased \$2000 due to the rising cost for heating the building.
- In a review of revenues, Councilperson Rivezzi questioned the reason of reducing the RENTAL OF REAL PROPERTY revenue line item from \$2,000 to \$1,000. Clerk Goliber said that the community room usage is less than in previous years and they are likely not to make budget this year. Councilperson Rivezzi suggested advertising the community room rental to increase funds, to include providing information on the website. Clerk Goliber will put this information on the website, but said she would rather underestimate revenues and put excess in carryover, than overestimate revenues and not make the budget. The board left the line item at \$1,000.

REVIEW OF TOWN OUTSIDE FUND

The Town Board reviewed the line items in the Town Outside Fund.

- The RECREATION BUDGET will be discussed with the Village of Potsdam in a joint meeting on October 15, 2019.
- NORWOOD RECREATION requested an increase from \$15,000 to \$19,500, listing several items they would like to purchase. Councilperson Lister said that Potsdam Recreation has some of these items and suggested the two recreation departments should work together. Councilperson Rivezzi suggested they should apply for the county grant, which could pay for some of these items. The board members agreed to increase the line item to \$16,000.
- The POTSDAM MUSEUM requested an increase from \$21,749 to \$22,687. The museum provided information which indicated that the town is funding approximately 20% of their operating budget. In 2018, the town board approved a 35% increase to pay for ½ of a part-time position. Councilperson Rich asked why we were "picking on their operating budget?" Councilperson Lister pointed out that they "never presented their budget like this before." Board members agreed to no increase this year.

REVIEW OF SPECIAL DISTRICT – FIRE CONTRACTS

