

Town of Kent
Special Meeting of the Town Board

July 25, 2023

Special Meeting 9am

1. Pledge of Allegiance
2. Roll Call
3. Discussion and/or Vote on the following:
 - a. Water District- bond
 - b. Budget Transfers
 - c. Highway- advertise internally
 - d. Recreation- accept resignation/advertise

2022 Fiscal impact increase \$ -

4. WHEREAS, Lake Carmel Park District has requested a budgetary transfer to cover under budgeted expenses, and now therefore be it RESOLVED that the following budgetary transfers be made:

Increase Appropriation

SP1.1980.400	MTA Payroll Tax	\$	136.00	
SP1.7110.102	Parks - Summer Payroll	\$	13,377.00	
SP1.7110.140	Parks - Overtime	\$	1,239.00	
SP1.7110.400	Parks - Contractual	\$	48,568.00	(Duke Fence \$14,855 - Rte 311 lake carmel fence, \$8,820 - auto repair)
SP1.7110.403	Parks - Gas	\$	4,892.00	
SP1.7110.404	Parks - Auto Repair	\$	16,022.00	
SP1.7110.422	Parks - Tree Removal	\$	15,000.00	
SP1.7110.438	Parks - LC DAM Engineering	\$	147,309.00	(Engineering Study for LC DAM -partially covered by a grant)
SP1.7110.514	Parks - Storm Damages	\$	109,830.00	
SP1.7110.803	Parks - FICA	\$	414.00	
SP1.7140.400	Lake Carmel Community Center	\$	13,176.00	(Labella Associates - Engineering)
SP1.7141.400	LC - 640 Rt 52 Contractual	\$	26.00	
SP1.7180.102	LC Beaches - Personal Services	\$	29,163.00	
SP1.7180.400	LC Beaches - Contractual	\$	2,189.00	
SP1.7180.451	LC Committee Festivals	\$	1,417.00	
SP1.7180.803	LC Beaches - FICA	\$	2,231.00	
SP1.9010.801	Retirement	\$	6,618.00	
SP1.9055.805	Disability Insurance	\$	46.00	
SP1.9060.802	Hospital/Medical Insurance	\$	7,235.00	

\$ 418,888.00

Decrease Appropriation

SP1.1990.100	Contingency - Persona Services	\$	(10,000.00)
SP1.7110.100	Parks - Personal Services	\$	(7,299.00)
SP1.7110.441	Parks - Lake Treatment	\$	(6,717.00)
SP1.7120.400	Parks Admin - Contractual	\$	(1,470.00)
SP1.7110.200	Parks - Equipment	\$	(1,073.00)
SP1.7140.431	LCCC - Insurance	\$	(1,838.00)
SP1.7180.450	LC Comm Center Events	\$	(4,521.00)

\$ (32,918.00)

Increase Revenue

SP1.2665	Sale of Equipment	\$	13,670.00	
SP1.2680	Insurance Recoveries	\$	31,798.00	(Workers Comp Refund for an employee who was out on WC)
SP1.2705	Grant Revenue		9,990.00	(Ash Tree Grant)
SP1.3089	HHPD DAM Grant		100,000.00	(Grant from NYS DEC for engineering Study for LC Dam)
SP1.2705	Gifts and Donations		675.00	
		\$	156,133.00	\$

Increase Appropriated Fund Balance 229,837.00

2022 Fiscal impact \$ 385,970.00

5. WHEREAS, Lake Carmel Sanitation Department has requested a budgetary transfer to cover under budgeted expenses, and now therefore be it RESOLVED that the following budgetary transfers be made:

Increase Appropriation

SR.1980.400	MTA Payroll tax	\$	135.00	
SR.8160.400	Refuse&Garbage - Contractual	\$	29,641.00	(Dump fees have been increasing over the last three years)
SR.8160.403	Refuse&Garbage - Gas	\$	29,289.00	(Higher cost of fuel)
SR.9055.805	Disability Insurance	\$	49.00	
SR.9060.802	Hospital/Medical	\$	11,833.00	
		\$	70,947.00	

Decrease Appropriation

SR.8160.100	Refuse&Garbage - Personal Services	\$	(2,844.00)
SR.8160.140	Refuse&Garbage - OT	\$	(2,232.00)
SR.1930.428	Judgements and Claims	\$	(500.00)
SR.8160.431	Refuse&Garbage - Insurance	\$	(1,513.00)
SR.8160.803	Refuse&Garbage - FICA	\$	(2,206.00)
SR.9010.801	Retirement	\$	(4,439.00)
SR.9040.804	Workers Comp	\$	(5,810.00)
		\$	(19,544.00)

Increase Appropriated Fund Balance \$ 51,403.00

2022 Fiscal impact \$ 51,403.00

1. WHEREAS, the Finance Department has requested a budgetary transfer to cover under budgeted expenses, and now therefore be it RESOLVED that the following budgetary transfers be made:

Increase Appropriation

A.1010.100	Legislature - Personal Services	\$	223.00		
A.1010.803	Legislature - FICA	\$	18.00		
A.1110.100	Municipal Court - Personal Svcses	\$	15,100.00	(higher than budgeted salary))	
A.1110.400	Municipal Court - Contractual	\$	3,924.00	(higher interpreter costs)	
A.1110.560	Municipal Court - JCAP	\$	5,580.00	(offset with JCAP grant revenue)	
A.1110.802	Municipal Court - Health and Medical	\$	7,669.00	(two retirees, cover w/retiree budget)	
A.1220.100	Supervisor - Personal services	\$	10,443.00	(assistant hired at a higher salary than budgeted)	
A.1220.400	Supervisor - Contractual	\$	3,971.00		
A.1220.801	Supervisor - Retirement	\$	321.00		
A.1220.802	Supervisor - Hospital/Med	\$	470.00		
A.1220.803	Supervisor FICA	\$	1,259.00		
A.1310.400	Finance - Contractual	\$	1,601.00		
A.1310.802	Finance - Hospital/Medical	\$	2,284.00	(Actual rates higher than budgeted)	
A.1320.400	Auditor - Contractual	\$	4,750.00	(Small extra GASB 84 - OPEB)	
A.1330.100	Tax Collection - Personal services	\$	921.00		
A.1330.801	Tax Collection - Retirement	\$	491.00		
A.1330.803	Tax Collection - FICA	\$	69.00		
A.1355.403	Assessment - Gas	\$	268.00		
A.1355.404	Assessment - Auto Repair	\$	265.00		
A.1355.802	Assessment - Hospital/Medical	\$	855.00		
A.1410.200	Town Clerk - Equipment	\$	68.00		
A.1410.400	Town Clerk - Contractual	\$	805.00		
A.1410.802	Town Clerk - Hospital/Medical	\$	5,710.00	(Actual rates higher than budgeted)	
A.1420.400	Law - Contractual	\$	22,606.00	(Out of retainer services)	
A.1430.400	Personnel - Contractual	\$	571.00	(Partners in Safety)	
A.1460.400	Records Management - Contractual	\$	203.00		
A.1460.801	Records Management - Retirement	\$	13.00		
A.1620.102	Buildings - Winter payroll	\$	26,448.00	(PT help for maintenance))	
A.1620.400	Buildings - Operations & Maint - Contractual	\$	150,170.00	(a) plus higher NYSEG costs and Magna	(a) Some one-time charges
A.1620.403	Buildings - Gas	\$	172.00		52,495 Precast concrete
A.1620.408	Buildings - Contractual - Police	\$	11,390.00		7,185 Concrete walls at HWY garage bldg
A.1620.802	Buildings - Hospital/Medical	\$	855.00		8,150 Labella Assoc
A.1620.803	Buildings - FICA	\$	1,713.00		
A.1622.400	Buildings - Old Town Hall	\$	4,100.00	Engineering for old town hall	
A.1640.100	Central Garage - Personal Services	\$	7,358.00		
A.1640.140	Central Garage - OT	\$	1,034.00		
A.1640.200	Central Garage - Equipment	\$	3,688.00		
A.1640.400	Central Garage - Contractual	\$	95,948.00	Significantly higher prices for parts, more repairs, - chargebacks to Depts	
A.1640.404	Central Garage - Gas	\$	502.00		
A.1640.802	Central Garage - Hospital/Medical	\$	5,510.00		
A.1640.803	Central Garage - FICA	\$	414.00		
A.1650.400	Central Communications - Contractual	\$	241.00		
A.1670.400	Central Printing & Mailing - Contractual	\$	17,236.00	(higher mail costs)	
A.1680.200	Central Data Processing - Equipment	\$	9,034.00	(server upgrade)	
A.1680.400	Central Data Processing - Contractual	\$	10,504.00	(renegotiated contract with IT support)	
A.1910.431	Unallocated Insurance	\$	6,165.00		
A.1980.400	MTA Payroll Tax	\$	395.00		
A.1989.400	Town Code	\$	800.00		
A.3120.101	Police - Police Payroll	\$	167,198.00	(new police officer not budgeted, promotions))	
A.3120.120	Police - Dispatchers Payroll	\$	10,722.00		
A.3120.121	Police - Dispatchers Overtime	\$	859.00		
A.3120.140	Police - Police OT	\$	11,844.00		
A.3120.200	Police - Equipment	\$	49,660.00		
A.3120.250	Police - ARPA Expenditures	\$	84,156.00	Digital surveillance, Rekor Recognition	
A.3120.400	Police - Contractual	\$	1,210.00		
A.3120.403	Police - Gas	\$	18,968.00	Higher cost of gasoline	
A.3120.412	Police - Photo supplie	\$	218.00		
A.3120.414	Police - New uniforms	\$	270.00	New police officer uniform	
A.3120.417	Police - IT Services	\$	639.00		
A.3120.418	Police - Clothing Dispatcher	\$	572.00		
A.3120.445	Police - Canine Unit	\$	5,636.00	Grant funded	
A.3120.801	Police - Retirement	\$	184.00		
A.3120.802	Police - Health/Medical	\$	31,598.00		
A.3120.803	Police - FICA	\$	5,325.00		
A.3120.816	Police - Retirement Dispatchers	\$	581.00		
A.3120.818	Police - Hospital/Medical Dispatchers	\$	6,915.00		
A.3310.400	Traffic Control - Contractual	\$	532.00		
A.3620.400	Safety Inspection - Contractual	\$	10,826.00	\$7,500 Patterns for Progress - offset by a grant	
A.3620.403	Safety Inspection - Gas	\$	393.00		
A.3620.802	Safety Inspection - Hospital/Medical	\$	4,070.00		
A.3989.400	Other Public Safety - Contractual	\$	7,165.00	(Code enf viols, recovered through taxes)	

A.5010.400	Highway and Street Admin - Contractual	\$	1,049.00	
A.5010.803	Highway and Street Admin - FICA	\$	159.00	
A.5132.400	Garage Contractual	\$	28,331.00	(minor repair and improvement work to the HWY bldg)
A.5182.400	Street Lighting Contractual	\$	7,505.00	
A.6510.400	Veterans Service - Contractual	\$	115.00	
A.7020.200	Recreation Admin - Equipment	\$	1,740.00	
A.7110.100	Parks - Personal Services	\$	13,709.00	
A.7110.140	Park - OT	\$	4,668.00	
A.7110.400	Parks - Contractual	\$	47,130.00	(Insite \$23,819 Ryan's Driveway Ent and Huestis Park; \$22,504 Allstate Elec Panel)
A.7110.403	Parks - Gas	\$	1,318.00	
A.7110.802	Parks - Hospital/Medical	\$	3,710.00	
A.7620.481	Adult Recreation - Wiffle Ball	\$	610.00	
A.7620.492	Adult Recreation - Volleyball	\$	441.00	
A.8010.400	Zoning - Contractual	\$	5,910.00	
A.8020.100	Planning - Personal Services	\$	2,290.00	
A.8020.400	Planning - Contractual	\$	31,448.00	
A.8020.801	Planning - Retirement	\$	285.00	(planning board member joined retirement system)
A.8020.803	Planning -FICA	\$	175.00	
A.8100.400	Stormwater Contractual	\$	9,923.00	
A.8105.400	Lake Consultant - Contractual	\$	2,550.00	
A.8160.400	Landfill - Contractual	\$	28,509.00	(Much higher costs to maintain the landfill than budgeted)
A.8161.400	Recycling - Contractual	\$	1,519.00	
A.8161.430	Recycling - Insurance	\$	104.00	
A.8162.400	E-Waste contractual	\$	10,400.00	(much higher cost than anticipated due to much more e-waste brought)
A.8664.403	Code Enforcer - Gas	\$	431.00	
A.8664.404	Code Enforcer - Auto Repair	\$	1,558.00	
A.8668.400	Grant Writer	\$	4,000.00	(increased price)
A.8710.400	Conservation Advisory	\$	16,692.00	(\$12,622 Hudsonia study) - \$27,500 from LISC was received towards this in 2021
A.8810.400	Cemeteries - Contractual	\$	500.00	
A.9050.810	Unemployment Insurance	\$	150.00	
A.9055.805	Disability Insurance	\$	322.00	
		\$	<u>1,090,927.00</u>	

Decrease Appropriation

A.1010.400	Legislature - Contractual	\$	(241.00)	
A.1110.110	Municipal Court - Part time	\$	(15,052.00)	
A.1110.400	Municipal Court - Contractual	\$	(28,105.00)	
A.1310.100	Finance - Personal	\$	(14,026.00)	
A.1355.400	Assessment - Contractual	\$	(1,388.00)	
A.1410.100	Town Clerk - Personal Services	\$	(3,244.00)	
A.1420.416	Law - Other attorneys	\$	(20,595.00)	
A.1420.401	Law - Prosecutor	\$	(2,011.00)	
A.1460.803	Records Management - FICA	\$	(216.00)	
A.1990.100	Contingencies - Personal Services	\$	(18,600.00)	
A.3120.150	Police - Sick payout	\$	(80,614.00)	
A.3120.404	Police - Auto Repair	\$	(10,684.00)	
A.3120.406	Police - Computers	\$	(4,667.00)	
A.3120.408	Police - Equipment Maintenance	\$	(2,170.00)	
A.3120.419	Police - Mobiletech Software	\$	(3,056.00)	
A.3120.448	Police - Policies and proced mgmt	\$	(1,632.00)	
A.3620.100	Safety Inspection - Personal Services	\$	(6,612.00)	
A.3620.421	Safety Inspection - BAS	\$	(1,303.00)	
A.3620.803	Safety Inspection - FICA	\$	(1,578.00)	
A.7020.100	Recreation Admin - Personal Services	\$	(17,912.00)	
A.7020.802	Recreation Admin - Hospital/Medical	\$	(15,879.00)	
A.7110.102	Parks - Seasonal Payroll	\$	(38,000.00)	
A.7110.150	Parks - Sick Payout	\$	(3,267.00)	
A.7310.202	Recreation - Youth - Equipment	\$	(2,000.00)	
A.7310.451	Youth Programs - Baseball	\$	(8,537.00)	
A.7310.484	Youth Programs - School Facility	\$	(11,400.00)	
A.7310.485	Youth Programs - Soccer	\$	(3,406.00)	
A.7310.485	Youth Programs - Start Smart	\$	(3,949.00)	
A.7620.493	Adult Recreation - Mens Softball	\$	(4,471.00)	
A.8161.404	Recycling - Auto Repair	\$	(197.00)	
A.8161.431	Recycling - Insurance Other	\$	(1,177.00)	
A.8664.100	Code Enforcer - Personal Services	\$	(3,220.00)	
A.9040.804	Workers Comp	\$	(10,084.00)	
A.9060.802	Hospital Medical	\$	(21,125.00)	
		\$	<u>(360,418.00)</u>	

Increase Revenue

A.3389	JCAP Grant	\$	5,580.00	(JCAP grant)
A.1289.501	Central Garage Chargebacks	\$	20,482.00	
A.1560	Safety Inspection Fees	\$	103,000.00	
A.1570	Charges Demolition Code Violations	\$	5,596.00	(2023 tax warrant, accr at 12/31/2022)
A.2401	Interest Income	\$	20,000.00	
A.2410	Cell tower rental fee income	\$	45,000.00	

A.2680	Insurance Recoveries	\$	32,000.00	
A.2705	Gifts and Donations	\$	14,970.00	(\$6,300 - NY-NJ Trail Conference, \$3,157.70 - AED Equip Grant, \$3,125 Rec donation)
A.3005	Mortgage revenue	\$	90,000.00	(mortgage revenue was much higher than budgeted)
A.3085	State Aid	\$	8,973.00	Hudson River Estuary Grant (Hudsonia)
A.3389	State Aid - Other Public Safety	\$	34,875.00	(Bail reform grant 2020-2021)
A.3910	State Aid - Conservation Programs	\$	5,000.00	(NYSERDA Grant - through community solar campaign)
A.4089	ARPA Revenue	\$	84,156.00	(ARPA funds reclassified out of deferred revenue)
A.4320	Fed Aid - Crime Control	\$	13,000.00	
		\$	<u>482,632.00</u>	

Increase Appropriated Fund Balance				\$
Building Maintenance	\$	77,271.00		
Building - Old Town Hall	\$	4,100.00		
Central Garage	\$	67,620.00		
Ryan's Field Electrical Panel	\$	22,504.00		
Release from Police - comitted	\$	<u>76,382.00</u>		

\$ 247,877.00

2022 Fiscal impact increase \$ 730,509.00

2. WHEREAS, Highway Department has requested a budgetary transfer to cover under budgeted expenses, and now therefore be it RESOLVED that the following budgetary transfers be made:

Increase Appropriation

DA.1980.400	MTA Tax	\$	38.00	
DA.5110.100	Highway - Maint of Rds Personal Services	\$	12,763.00	
DA.5110.140	Highway - Maintenance of Rds Overtime	\$	1,520.00	
DA.5110.400	Highway - Maintenance of Rds Contractual	\$	39,289.00	
DA.5110.401	Highway - Maintenance of Rds Training&Safety	\$	584.00	
DA.5110.422	Highway - Maintenance of Rds Tree Remo	\$	5,630.00	
DA.5130.200	Highway - Equipment	\$	48,243.00	
DA.5130.403	Machinery - Gas	\$	58,076.00	(Higher fuel costs)
DA.5130.404	Machinery - Auto repair	\$	72,878.00	
DA.5130.430	Machinery Insurance - Vehicle	\$	4,610.00	(new equipment)
DA.5142.100	Snow removal - Personal Services	\$	46,030.00	
DA.5142.140	Snow removal - OT	\$	58,718.00	
DA.5142.400	Snow removal - Contractual	\$	72,780.00	
DA.5142.404	Snow removal - Auto repair	\$	1,164.00	
DA.5142.803	Snow removal - FICA	\$	6,487.00	
DA.9060.802	Hospital Medical Insurance	\$	47,100.00	
DA.9785.600	Installment purchase debt	\$	32,952.00	(new capital lease at the end of 2020)
DA.9785.700	Installment purchase debt	\$	<u>5,552.00</u>	
		\$	514,414.00	

Decrease Appropriation

DA.5130.400	Machinery - Contractual	\$	(15,128.00)	
DA.5130.405	Machinery - Sweeper Rental	\$	(5,508.00)	
DA.5140.400	Brush/Weed Contractual	\$	(3,643.00)	
DA.9010.801	NYS Retirement	\$	(8,234.00)	
DA.9040.804	Workers Comp	\$	(10,355.00)	
DA.9050.810	Unemployment	\$	<u>(1,000.00)</u>	
		\$	(43,868.00)	

Increase Revenue

DA.2665	Sale of Equipment	\$	54,826.00	For the vehicle sold
DA.2680	Insurance Recoveries	\$	45,930.00	Reimb for 2018 dodge RAM
DA.2770	Unclassified Revenue	\$	33,185.00	O&E Reimb from EOH
DA.3960	NYS Disaster	\$	28,549.00	Funds rec'd from 8/2020 storm
DA.4960	FEMA Aid	\$	<u>256,949.00</u>	Funds rec'd from 8/2020 storm
		\$	419,439.00	

Increase Appropriated Fund Balance

Appropriate HWY FB **\$ 51,107.00** \$

2022 Fiscal impact increase \$ 470,546.00

3. WHEREAS, Lake Carmel Fire District has requested a budgetary transfer to cover under budgeted expenses, and now therefore be it RESOLVED that the following budgetary transfers be made:

Increase Appropriation

SF1.3410.400	Fire Protection - Contractual	\$	16,476.00	Underspending on radios and WC - turned over to LCFD
--------------	-------------------------------	----	-----------	------------------------------------------------------

Decrease Appropriation

SF1.3410.200	Equipment	\$	(10,000.00)	
SF1.9040.804	Workers Comp	\$	<u>(6,476.00)</u>	
		\$	(16,476.00)	

Appropriated

Jaime McGlasson

From: Richard Othmer
Sent: Monday, July 24, 2023 8:26 AM
To: Jaime McGlasson; Claudia Dworaczyk; Kent Highway; Payroll Kent; Lana Cappelli; Deputy1; Deputy2
Subject: Bob Schaniels Retirement Surprise.
Attachments: Bob Schaniel for Rich.pdf

Good Morning All;

I was just notified this morning that Bob Schaniels is retiring August 30th, sheet attached.

I would like to advertise in-house ASAP for:

- General Foreman
- Crew Chief
- CEO
- MEO

It is only to replace one position but everyone moves up one notch, that is why I need to advertise for all 4.

Lana, can you put this in the paper ASAP as well?

Thanks:

Richie

July 24, 2023

Town of Kent
Recreation Assistant

Dear Ms. McGlasson

Please accept this letter as my regretful resignation from my position as a Recreation Assistant for the Town of Kent. My last day of employment will be August 4, 2023. While this decision was not easy, I have decided to accept an athletic position at a college.

I would like to thank you and the rest of the staff at the Town of Kent for the support that you have given me throughout my time here. I have much enjoyed working as a part of this community and serving the residents. Creating brand new recreational programs, developing various sports curriculums, planning and leading community events, coaching numerous sports teams, and providing oversight of sports games are some of the highlights and opportunities I am most appreciative of. I shall ensure that my remaining time working within the department will be as successful as my earlier days. I will work hard in my final days of employment to complete all of the required work and duties assigned to me. I am happy to assist in making the transition as seamless as possible.

I wish you and all the residents of Kent all the best.

Sincerely,

 7/24/2023
Samantha Morley