



Town Board Budget Workshop May 8, 2020

The Town Board of the Town of Chester convened at the Town of Chester Municipal Center, 6307 State Route 9, Chestertown, New York, at 3:00 pm.

Budget Workshop:

Supervisor Leggett opened the Budget Workshop at 3:02 pm with Karen DuRose leading the Pledge of Allegiance.

Roll Call: Supervisor Craig Leggett, Karen DuRose, Mike Packer, Larry Turcotte, Chris Aiken, and Marion Eagan, Deputy Supervisor.

Supervisor Leggett showed a power point presentation on Economic Effects on our Town with a possible 20% reduction on sales tax revenues in 2020 and How to Build an Austerity Budget:

- Deficit Reduction Program
- Purchase Orders
- Analysis of Personnel
- Analysis of Mergers
- Technology Improvements
- Service Delivery
- Service Suspension
- Outsourcing
- Other

Supervisor Leggett explained that 60% of the revenue comes from sales tax and real property taxes takes up to 10%.

Supervisor Leggett then presented spreadsheets and asked if anyone had any thoughts.

Jason Monroe, Highway Superintendent, said he could hold off purchasing trucks and he also has an opening for an MEO which he will hold off on hiring. Jason explained that the State is encouraging towns to use the CHIPS money now and with that money he would like to chip seal (which is good seven to ten years) the rest of the roads in the hamlet of Chestertown which have not been done in over 29 years. Jason said he would get quotes and return to the Board for approval. Jason said he could keep his guys busy doing maintenance and repairing Bird Pond Road.

One spreadsheet contained the equipment budget for 2020 with a reduction of \$45,000 and \$70,000 for contractual expenses.

Supervisor Leggett showed a spreadsheet with the Library Budget and commented that he had spoken to Alma on the phone and suggested a \$2,000 reduction in payroll.

Supervisor Leggett discussed spreadsheets for Chestertown Water District Fund, Pottersville Water District Fund, and Loon Lake Park District Fund and thinking about expenses and revenue generating.

Supervisor Leggett asked if anyone on Zoom had a question or comment. Hearing none he continued on.

Supervisor Leggett then moved on to equipment and Mrs. DuRose asked about the air conditioning for the gymnasium. Mrs. Eagan replied that she has called and asked for an extension.

| GENERAL FUND - "A" | | Actual | Budget | YTD SPENT | Reduction | BALANCE |
|-----------------------------------|----------|-----------|-----------|-----------|-----------|-----------|
| ITEM | CODE # | FY 2019 | FY 2020 | FY 2020 | FY 2020 | FY 2020 |
| MUNICIPAL COURT | | | | | | |
| Equipment | A1110.2 | \$ - | \$ 500 | \$ - | \$ 500 | \$ - |
| SUPERVISOR | | | | | | \$ - |
| Equipment | A1220.2 | \$ 87 | \$ 900 | \$ 156 | \$ 156 | \$ 588 |
| TAX COLLECTION | | | | | | \$ - |
| Equipment | A1330.2 | \$ - | \$ - | \$ - | \$ - | \$ - |
| ASSESSMENT | | | | | | \$ - |
| Equipment | A1335.2 | \$ 938 | \$ 1,500 | \$ 1,714 | \$ - | \$ (214) |
| TOWN CLERK | | | | | | \$ - |
| Equipment | A1410.2 | \$ 126 | \$ 500 | \$ - | \$ 500 | \$ - |
| ELECTIONS | | | | | | \$ - |
| Equipment | A1450.2 | \$ - | \$ - | \$ - | \$ - | \$ - |
| RECORDS MANAGEMENT OFFICER | | | | | | \$ - |
| Equipment | A1460.2 | \$ 1,254 | \$ 400 | \$ - | \$ 400 | \$ - |
| TOWN MUNICIPAL CENTER | | | | | | \$ - |
| Capital Outlay / Construction | A1620.2 | \$ 26,573 | \$ 15,000 | \$ 2,140 | \$ 12,000 | \$ 860 |
| UNCLASSIFIED | | | | | | \$ - |
| Purchase of Land | A1940.2 | \$ 1,969 | \$ - | \$ - | \$ - | \$ - |
| TOTAL GENERAL SUPPORT | | \$ 30,947 | \$ 18,800 | \$ 4,010 | \$ 13,556 | \$ 1,234 |
| POLICE | | | | | | |
| Equipment: Boat | A3120.2 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Traffic Control | | | | | | \$ - |
| Radar Speed Signs | A3310.2 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Control of Dogs | | | | | | \$ - |
| Equipment | A3510.2 | \$ - | \$ 100 | \$ - | \$ - | \$ 100 |
| TOTAL: PUBLIC SAFETY | | \$ - | \$ 100 | \$ - | \$ - | \$ 100 |
| Medical Center | | | | | | |
| Capital Outlay | A4560.2 | \$ 3,991 | \$ - | \$ - | \$ - | \$ - |
| TOTAL: HEALTH | | \$ 3,991 | \$ - | \$ - | \$ - | \$ - |
| Garage | | | | | | |
| Equipment | A5132.2 | \$ 9,999 | \$ 1,000 | \$ - | \$ - | \$ 1,000 |
| Capital Outlay | A5132.21 | \$ 19,684 | \$ 20,000 | \$ 2,055 | \$ 15,000 | \$ 2,945 |
| SIDEWALKS | | | | | | \$ - |
| Capital Outlay | A5410.2 | \$ 9,984 | \$ 10,000 | \$ - | \$ - | \$ 10,000 |
| TOTAL: TRANSPORTATION | | \$ 39,667 | \$ 31,000 | \$ 2,055 | \$ 15,000 | \$ 13,945 |
| OTHER ECONOMIC | | | | | | |
| Meal Site Equipment | A6989.2 | \$ - | \$ 200 | \$ - | \$ 200 | \$ - |

| | | | | | | |
|--|---------------|----------------|----------------|------------------|------------------|----------------|
| TOTAL: ECONOMIC OPP & DEV | | \$ - | \$ 200 | \$ - | \$ 200 | \$ - |
| PARKS | | | | | | |
| Equipment | A7110.2 | \$ 21,546 | \$ 18,000 | \$ 3,877 | \$ 14,000 | \$ 123 |
| COMMUNITY RECREATION | | | | | | |
| Dynamite Hill: Equipment | A7140.2 | \$ - | \$ 1,000 | \$ - | \$ 1,000 | \$ - |
| Beach: Equipment | A7140.21 | \$ 3,694 | \$ 500 | \$ - | \$ 500 | \$ - |
| Tennis Court: Equipment | A7140.22 | \$ - | \$ - | \$ - | \$ - | \$ - |
| PVL Basketball Court: Equipment | A7140.23 | \$ - | \$ 2,000 | \$ - | \$ 2,000 | \$ - |
| Chestertown Basketball | A7140.24 | \$ - | \$ - | \$ - | \$ - | \$ - |
| YOUTH PROGRAMS | | | | | | |
| Recreation: Equipment | A7310.2 | \$ - | \$ 300 | \$ - | \$ 300 | \$ - |
| Youth Commission: Equipment | A7310.21 | \$ - | \$ - | \$ - | \$ - | \$ - |
| HISTORIAN | | | | | | \$ - |
| Equipment | A7510.2 | \$ - | \$ 300 | \$ 106 | \$ 194 | \$ - |
| TOTAL: CULTURE & RECREATION | | \$ 25,240 | \$ 22,100 | \$ 3,983 | \$ 17,994 | \$ 123 |
| ZONING | | | | | | |
| Equipment | A8010.2 | \$ 1,002 | \$ 600 | \$ 683 | \$ - | \$ (83) |
| REFUSE & GARBAGE | | | | | | \$ - |
| Equipment | A8160.2 | \$ - | \$ 1,000 | \$ - | \$ 1,000 | \$ - |
| COMMUNITY BEAUTIFICATION | | | | | | \$ - |
| Pottersville Stone Wall | A8510.2 | \$ - | \$ - | \$ - | \$ - | \$ - |
| CEMETERIES | | | | | | \$ - |
| Equipment | A8810.2 | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL: HOME & COMNTY SERVICES | | \$ 1,002 | \$ 1,600 | \$ 683 | \$ 1,000 | \$ (83) |
| TOTAL: EQUIPMENT: "A" | | \$ 100,847 | \$ 73,800 | \$ 10,731 | \$ 47,750 | \$ 15,319 |
| HIGHWAY FUND - "DA" | | Actual | Budget | YTD SPENT | Reduction | BALANCE |
| ITEM | CODE # | FY 2019 | FY 2020 | FY 2020 | FY 2020 | FY 2020 |
| GENERAL REPAIRS | | | | | | \$ - |
| Cap Outlay - Gravely Pit | DA5110.2 | \$ 4,100 | \$ 2,000 | \$ - | \$ - | \$ 2,000 |
| TOTAL: GENERAL REPAIRS | | \$ 4,100 | \$ 2,000 | \$ - | \$ - | \$ 2,000 |
| CAPITAL IMPROVEMENT | | | | | | \$ - |
| Perm Improve Highways | DA5112.2 | \$ 294,698 | \$ 240,000 | \$ 481 | \$ - | \$ 239,519 |
| Bridge Construction, Capital | DA5120.2 | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL:CAPITAL IMPROVEMENT | | \$ 294,698 | \$ 240,000 | \$ 481 | | \$ 239,519 |
| MACHINERY | | | | | | \$ - |
| Machinery: Equipment | DA5130.2 | \$ 236,151 | \$ 120,000 | \$ 3,646 | \$ 115,000 | \$ 1,354 |
| TOTAL: MACHINERY | | \$ 236,151 | \$ 120,000 | \$ 3,646 | \$ 115,000 | \$ 1,354 |
| TOTAL: EQUIPEMENT: "DA" | | \$ 534,949 | \$ 362,000 | \$ 4,127 | \$ 115,000 | \$ 242,873 |

| A & DA | | Actual | Budget | YTD SPENT | Reduction | BALANCE |
|--------------------------------------|--------|-------------------|-------------------|------------------|------------------|------------|
| ITEM | CODE # | FY 2019 | FY 2020 | FY 2020 | FY 2020 | FY 2020 |
| TOTAL: EQUIPMENT: "A" | | \$ 100,847 | \$ 73,800 | \$ 10,731 | \$ 47,750 | \$ 15,319 |
| TOTAL: EQUIPEMENT: "DA" | | \$ 534,949 | \$ 362,000 | \$ 4,127 | \$ 47,750 | \$ 310,123 |
| TOTAL: EQUIPEMENT: "A" + "DA" | | \$ 635,796 | \$ 435,800 | \$ 14,858 | \$ 95,500 | \$ 325,442 |

Supervisor Leggett said he spoke to Brett Hitchcock, Parks and Rec. Forman, about holding off purchasing a new truck.

Mr. Packer asked if the beach was going to open. Supervisor Leggett said it was a very popular spot. Jason commented that just to open the bathhouse we need to install the well which will cost between \$7,000 and \$10,000 and if we do not hook up the well DOH needs a letter. Supervisor Leggett stated that we need to provide lifeguards if the beach is open.

Jason said he will not be purchasing a pickup truck or a 1-ton truck. Mr. Aiken said this will lead to the ripple effect.

Supervisor Leggett said that it had been suggested that some of the occupancy tax money be used to pay for boat wash attendants.

Supervisor Leggett asked if there were any questions about machinery.

The Pottersville Playground equipment was brought up. Supervisor Leggett asked if we should still purchase the equipment. Marion commented that we should continue with the playground. Supervisor Leggett suggested putting it on hold.

Mr. Packer asked how the North Warren EMS was doing. Supervisor Leggett replied that he spoke to the captain and they were holding their own. Jason asked why the Town of Chester was plowing, sanding, sweeping and mowing the Chester-Horicon Health Center and the Chester-Horicon EMS. Mr. Leggett suggested switching years.

Supervisor Leggett read the following slide:

VISION, PURPOSE, & GOALS

VISION: WE ARE A TOWN THAT PROVIDES SERVICES AND AMENITIES THAT SUPPORT A THRIVING BUSINESSES ENVIRONMENT AND A HIGH QUALITY OF LIFE FOR OUR RESIDENTS. WE ARE FINANCIALLY RESPONSIBLE IN PROVIDING THAT SUPPORT AND ARE PROACTIVE IN ASSURING OUR ECONOMY, SOCIETY, AND ENVIRONMENT ARE STRONG & HEALTHY

PURPOSE: TO ADDRESS THE POTENTIAL SHORTFALL OF REVENUES DUE TO THE COVID-19 PANDEMIC

GOALS: ADAPT OUR BUDGET TO PRESERVE OUR ESSENTIAL SERVICES, MAINTAIN OUR INFRASTRUCTURE, AND POSITION US FOR A STRONG 2021 BUDGET

Supervisor Leggett said we are very focused on families and the playground in Pottersville fits into the economic plan.

Supervisor Leggett moved on to contractual expenses:

| GENERAL FUND - "A" | | Actual | Budget | YTD SPENT | Reduction | BALANCE |
|-------------------------------------|----------|-------------------|-------------------|-------------------|------------------|-------------------|
| ITEM | CODE # | FY 2019 | FY 2020 | FY 2020 | FY 2020 | FY 2020 |
| Town Board | A1010.4 | \$ 1,383 | \$ 2,500 | \$ 670 | \$ 1,800 | \$ 30 |
| Court | A1110.4 | \$ 7,433 | \$ 7,000 | | \$ - | \$ 7,000 |
| JCAP Grant Expend | A1110.43 | \$ 3,218 | \$ - | \$ - | \$ - | \$ - |
| Supervisor | A1220.4 | \$ 6,020 | \$ 5,500 | \$ 4,668 | \$ - | \$ 832 |
| Contractual Expense: Copier | A1220.41 | \$ 3,814 | \$ - | \$ - | \$ - | \$ - |
| Tax Collection | A1330.4 | \$ 5,414 | \$ 4,200 | \$ - | \$ - | \$ 4,200 |
| Assessor | A1355.4 | \$ 63,842 | \$ 55,500 | \$ 8,195 | \$ 1,000 | \$ 46,305 |
| Town Clerk | A1410.4 | \$ 3,806 | \$ 5,000 | \$ 443 | \$ 1,000 | \$ 3,557 |
| Legal Ads | A1410.41 | \$ 1,749 | \$ 1,900 | \$ 174 | \$ - | \$ 1,726 |
| Attorney | A1420.4 | \$ 27,858 | \$ 25,000 | \$ 2,742 | \$ 2,000 | \$ 20,258 |
| Elections | A1450.4 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ - | \$ - |
| Records Management | A1460.4 | \$ 908 | \$ 400 | \$ 1,291 | \$ - | \$ (891) |
| Website: Contractual | A1480.4 | \$ 919 | \$ 500 | \$ 379 | \$ - | \$ 121 |
| Town Hall | A1620.4 | \$ 95,600 | \$ 70,000 | \$ 11,602 | \$ 10,000 | \$ 48,398 |
| Central Storeroom | A1660.4 | \$ 278 | \$ 500 | \$ 290 | \$ - | \$ 210 |
| Central Print & Mail | A1670.4 | \$ 6,847 | \$ 5,460 | \$ 1,390 | \$ - | \$ 4,070 |
| Unallocated Insurance | A1910.4 | \$ 64,378 | \$ 70,000 | \$ 66,767 | \$ 3,000 | \$ 233 |
| Town Association Dues | A1920.4 | \$ 1,100 | \$ 1,650 | \$ 1,650 | \$ - | \$ - |
| Judgements & Claims | A1930.4 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Unclassified: School Share 480/480A | A1989.4 | \$ 5,572 | \$ 2,000 | \$ 9,118 | \$ - | \$ (7,118) |
| Contingent Account | A1990.4 | \$ - | \$ 20,000 | \$ - | \$ 10,000 | \$ 10,000 |
| TOTAL GENERAL SUPPORT | | \$ 303,139 | \$ 280,110 | \$ 112,379 | \$ 28,800 | \$ 138,931 |
| Foot Constable: Contractual Expense | A3120.4 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Lake Constable: Contractual Expense | A3120.41 | \$ 714 | \$ 2,000 | \$ - | \$ 1,500 | \$ 500 |
| Signs, etc. | A3310.4 | \$ 762 | \$ 500 | \$ 887 | \$ - | \$ (387) |
| Dog Contorl Contractual Expenses | A3510.4 | \$ 1,281 | \$ 2,500 | \$ - | \$ 2,000 | \$ 500 |
| Safety Insp. Contractual Expenses | A3620.4 | \$ - | \$ 100 | \$ - | \$ - | \$ 100 |
| TOTAL: PUBLIC SAFETY | | \$ 2,757 | \$ 5,100 | \$ 887 | \$ 3,500 | \$ 713 |
| Insect Contractual Expenses | A4068.4 | \$ 16,010 | \$ 16,010 | \$ 3,975 | \$ - | \$ 12,035 |
| Ambulance Contractual Expenses | A4540.4 | \$ 170,000 | \$ 174,000 | \$ 90,000 | \$ - | \$ 84,000 |
| Med Center Contractual Expenses | A4560.4 | \$ 13,451 | \$ 12,000 | \$ 2,102 | \$ 1,000 | \$ 8,898 |
| TOTAL: HEALTH | | \$ 199,461 | \$ 202,010 | \$ 96,077 | \$ 1,000 | \$ 104,933 |
| Highway Admin Contractual Exp. | A5010.4 | \$ 1,307 | \$ 900 | \$ 306 | \$ - | \$ 594 |
| Engineering: Contractual Exp. | A5020.4 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Highway Garage | A5132.4 | \$ 28,649 | \$ 45,000 | \$ 4,136 | \$ - | \$ 40,864 |
| Streetlighting | A5182.4 | \$ 27,555 | \$ 27,000 | \$ 7,533 | \$ - | \$ 19,467 |
| Sidewalks | A5410.4 | \$ 6,074 | \$ 900 | \$ - | \$ 500 | \$ 400 |
| TOTAL: TRANSPORTATION | | \$ 63,585 | \$ 73,800 | \$ 11,975 | \$ 500 | \$ 61,325 |
| Contractual Expense (NW CoC) | A6410.4 | \$ 19,000 | \$ 23,000 | \$ 23,000 | \$ - | \$ - |

| | | | | | | |
|--|------------|------------------|------------------|------------------|------------------|------------------|
| Tourism Promotion | A6410.41 | \$ 6,200 | \$ - | \$ - | \$ - | \$ - |
| Fireworks | A6410.43 | \$ 6,000 | \$ 6,000 | \$ - | \$ 6,000 | \$ - |
| Advertising | A6410.492 | \$ 945 | \$ 1,000 | \$ - | \$ 1,000 | \$ - |
| Website Chamber of Commerce | A6410.493 | \$ - | | \$ - | \$ - | \$ - |
| Summerfest | A6410.494 | \$ 4,951 | \$ 1,500 | \$ - | \$ 1,500 | \$ - |
| Fishing Derby | A6410.497 | \$ 753 | \$ - | \$ - | \$ - | \$ - |
| Adk Distance Festival | A6410.499 | \$ 3,500 | \$ 3,500 | \$ - | \$ - | \$ 3,500 |
| St. Patricks Parade | A6410.499E | \$ 1,200 | \$ 1,200 | \$ 1,200 | \$ - | \$ - |
| Youth Visions | A6410.499F | \$ - | \$ - | \$ - | \$ - | \$ - |
| Boat Pressure Washer | A6410.499H | \$ - | \$ - | \$ - | \$ - | \$ - |
| TBLA Concerts | A6410.499J | \$ - | \$ - | \$ - | \$ - | \$ - |
| Rum Runners | A6410.499K | \$ 1,000 | \$ - | \$ - | \$ - | \$ - |
| Woofstock | A6410.499N | \$ 6,000 | \$ 6,000 | \$ - | \$ 6,000 | \$ - |
| Chester Challenge Contractual | A6410.499P | \$ 1,968 | \$ - | \$ - | \$ - | \$ - |
| Boatwash Station Building | A6410.499R | \$ - | \$ - | \$ - | \$ - | \$ - |
| Sportsmans Weekend | A6410.499T | \$ - | \$ - | \$ - | \$ - | \$ - |
| Install Lighting Dyn Hill | A6410.499V | \$ - | \$ - | \$ - | \$ - | \$ - |
| Dyn Hill - electric lighting | A6410.499U | \$ - | \$ - | \$ - | \$ - | \$ - |
| Winterfest Carnival | A6410.499W | \$ 1,297 | \$ 1,200 | \$ 1,200 | \$ - | \$ - |
| CofC Econ Dev Strat Plan | A6410.499X | \$ 3,500 | \$ - | \$ - | \$ - | \$ - |
| Downhill Derby | A6410.499Y | \$ 1,452 | \$ 1,500 | \$ 1,633 | \$ - | \$ (133) |
| Snowmobile Club Equip | A6410.499Z | \$ 14,790 | \$ - | \$ - | \$ - | \$ - |
| | | \$ 72,556 | \$ 44,900 | \$ 27,033 | \$ 14,500 | \$ 3,367 |
| Veterans | A6510.4 | \$ 900 | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| Contractual Exp: Bus Transportation | A6772.4 | \$ 12,723 | \$ 10,900 | \$ 3,777 | \$ 7,000 | \$ 123 |
| 50+ Club Recreation | A67772.41 | \$ - | \$ 1,200 | \$ 1,200 | \$ - | \$ - |
| Propane for Mealsite | A6772.42 | \$ 431 | \$ 2,000 | \$ 101 | \$ 1,000 | \$ 899 |
| Food Pantry | A6989.4 | \$ 1,472 | \$ 1,100 | \$ 382 | \$ - | \$ 718 |
| TOTAL: ECONOMIC OPP & DEV | | \$ 88,082 | \$ 61,100 | \$ 33,493 | \$ 22,500 | \$ 5,107 |
| Parks | A7110.4 | \$ 38,147 | \$ 43,000 | \$ 3,150 | \$ 4,000 | \$ 35,850 |
| Main Street Beautification | A7110.41 | \$ - | \$ 3,000 | \$ 2,000 | \$ 1,000 | \$ - |
| Snowmobile Club Program | A7110.42 | \$ 3,500 | \$ 3,500 | \$ 3,500 | \$ - | \$ - |
| Fireworks | A7110.43 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Grants | A7110.4x | \$ - | \$ - | \$ - | \$ - | \$ - |
| Dynamite Hill: Contractual Expenses | A7140.4 | \$ 7,480 | \$ 15,000 | \$ 2,403 | \$ 6,000 | \$ 6,597 |
| Beach: Contractual Expenses | A7140.41 | \$ 603 | \$ 800 | \$ - | \$ 500 | \$ 300 |
| 1st Wilderness Hert Corridor Grant | A7140.42 | \$ 2,607 | \$ - | \$ - | \$ - | \$ - |
| Dynamite Hill: Ski Tow Contractual Exp | A7140.43 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Chester Challenge: Contractual Exp | A7140.44 | \$ 477 | \$ 3,000 | \$ - | \$ 2,500 | \$ 500 |
| Recreation: Contractual | A7310.4 | \$ 33,430 | \$ 24,000 | \$ 6,508 | \$ 4,000 | \$ 13,492 |
| Service Enrichment: Contractual | A7310.41 | \$ 0 | \$ 200 | \$ - | \$ - | \$ 200 |
| LARAC Grant Programs | A7310.42 | \$ 0 | \$ - | \$ - | \$ - | \$ - |
| Historian | A7510.4 | \$ 628 | \$ 800 | \$ - | \$ - | \$ 800 |
| TOTAL: CULTURE & RECREATION | | \$ 86,872 | \$ 93,300 | \$ 17,561 | \$ 18,000 | \$ 57,739 |
| Zoning | A8010.4 | \$ 3,647 | \$ 2,800 | \$ 329 | \$ - | \$ 2,471 |

| | | | | | | |
|---|---------------|---------------------|---------------------|-------------------|------------------|-------------------|
| Legal Counsel | A8010.41 | \$ 1,302 | \$ 1,200 | \$ 1,366 | \$ - | \$ (166) |
| Legal Ads | A8010.43 | \$ 542 | \$ 400 | \$ 81 | \$ - | \$ 319 |
| ZBA - Town Board as LBOH | A8010.44 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Planning | A8020.4 | \$ 1,328 | \$ 900 | \$ 394 | \$ - | \$ 506 |
| Legal Counsel | A8020.41 | \$ 210 | \$ 500 | \$ - | \$ 500 | \$ - |
| Legal Ads | A8020.44 | \$ - | \$ 200 | \$ 135 | \$ - | \$ 65 |
| Smart Growth Grant | A8020.46 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Schroon Lake Study: Milfoil Contractual | A8090.41 | | \$ 4,300 | \$ 4,300 | \$ - | \$ - |
| Invasive Plant Control Program: Contractual | A8090.42 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Refuse & Garbage | A8160.4 | \$ 129,014 | \$ 110,000 | \$ 13,387 | \$ - | \$ 96,613 |
| Landfill Well Monitoring | A8160.41 | \$ 3,008 | \$ 2,000 | \$ 1,320 | \$ - | \$ 680 |
| Commnty Beautification Contr | A8510.4 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Pottersville Stone Wall | A8510.41 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Main Street Grant Application | A8510.42 | \$ 12,074 | \$ 3,500 | \$ 3,500 | \$ - | \$ - |
| Drainage-contractual | A8540.4 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Forestry Management | A8730.4 | \$ 6,632 | \$ 1,500 | \$ 1,500 | \$ - | \$ - |
| Cemeteries | A8810.4 | \$ 1,071 | \$ 3,000 | \$ - | \$ - | \$ 3,000 |
| TOTAL: HOME & COMNTY SERVICES | | \$ 158,828 | \$ 130,300 | \$ 26,312 | \$ 500 | \$ 103,488 |
| TOTAL: CONTRACTUAL: "A" | | \$ 902,724 | \$ 845,720 | \$ 298,684 | \$ 74,800 | \$ 472,236 |
| HIGHWAY FUND - "DA" | | | | | | |
| | | Actual | Budget | YTD SPENT | Reduction | BALANCE |
| ITEM | CODE # | FY 2019 | FY 2020 | FY 2020 | FY 2020 | FY 2020 |
| STREET ADMINISTRATION | | | | | | \$ - |
| CDL Drug Testing | DA5010.4 | \$ 159 | \$ 250 | \$ 75 | \$ - | \$ 175 |
| Safety Materials: Videos, Etc. | DA5010.41 | \$ - | \$ 100 | | \$ - | \$ 100 |
| GENERAL REPAIRS | | | | | | \$ - |
| Contractual Expenses | DA5110.4 | \$ 47,537 | \$ 133,150 | \$ 145 | \$ - | \$ 133,005 |
| MACHINERY | | | | | | \$ - |
| Contractual Expenses | DA5130.4 | \$ 210,076 | \$ 190,000 | \$ 23,011 | \$ - | \$ 166,989 |
| SNOW REMOVAL | | | | | | \$ - |
| Contractual Expenses | DA5142.4 | \$ 145,688 | \$ 132,000 | \$ 43,131 | \$ - | \$ 88,869 |
| SERVICES TO OTHER GOVERNMENTS | | | | | | \$ - |
| Contractual Expenses | DA5148.4 | \$ 61,518 | \$ 132,000 | \$ 23,505 | \$ - | \$ 108,495 |
| MISC. TRANSPORTATION | | | | | | \$ - |
| Removal of Beavers | DA5680.4 | \$ 980 | \$ 1,500 | \$ - | \$ - | \$ 1,500 |
| STRORM DAMAGE | | | | | | \$ - |
| Contractual Expenditures | DA8760.4 | \$ 30,776 | \$ - | \$ 194 | \$ - | \$ (194) |
| TOTAL: CONTRACTUAL: "DA" | | \$ 496,734 | \$ 589,000 | \$ 90,061 | \$ - | \$ 498,939 |
| A & DA | | | | | | |
| | | Actual | Budget | YTD SPENT | Reduction | BALANCE |
| ITEM | CODE # | FY 2019 | FY 2020 | FY 2020 | FY 2020 | FY 2020 |
| TOTAL: CONTRACTUAL: "A" | | \$ 902,724 | \$ 845,720 | \$ 298,684 | \$ 74,800 | \$ 472,236 |
| TOTAL: CONTRACTUAL: "DA" | | \$ 496,734 | \$ 589,000 | \$ 90,061 | \$ - | \$ 498,939 |
| TOTAL: CONTRACTUAL: "A"+ "DA" | | \$ 1,399,458 | \$ 1,434,720 | \$ 388,745 | \$ 74,800 | \$ 971,175 |

Supervisor Leggett commented that the more we take from contractual and equipment the less we have to take from personnel.

Mr. Packer said the County will be on Loon Lake more this year.

Craig went to the Occ. Tax codes and cut out fireworks, Wool Stock, and Summerfest to free up money to put somewhere else and said he finds it hard to spend \$6,000 on fireworks when we were cutting people's salaries. Mrs. DuRose thinks we should give the people something, if they can sit in their cars and watch them, but a lot of people show up at our fireworks and look forward to that.

Craig said bus transportation for the seniors was cut and is currently not running because of restriction, parks and rec. is hard to cut when a lot of it is maintenance.

Karen asked about Main Street beautification. Craig said that they have ordered \$1,800 worth of flowers and we don't need to spend more.

Karen commented that between reducing the Chester Challenge by \$2,500 and recreation by \$4,000 we have enough for fireworks. Supervisor Leggett asked what the Board's feeling was on fireworks. Mike replied that we could do without them. Chris said he doesn't see it. Larry said no. Mike said if we had the money, he loves fireworks, but the money isn't there.

Chris asked if we were talking about a 20% reduction before the virus. Craig replied that the 20% reduction started at the County level and Town level when the virus hit and we go on pause. At the State level they have always been talking about a shortfall.

Supervisor Leggett said he would be willing to pull out \$100,000 from the fund balance and now we are going to start talking about people.

A lengthy discussion took place about fund balance and surplus.

Craig said we need to do something now and something for next year so that we don't need to raise property taxes over the tax cap and we are now going to cut payroll.

Chris asked if things turn around at the end of the year people who we cut could get that money back. Craig said that was a good question, it would first need to start out as a cut and then we can pick it up and deal with it at the end of the year, could it be a Christmas bonus? Craig said that was a technical question and doesn't have the answer at this point.

Jason said that if the Highway has a hiring freeze and doesn't hire a MEO until October 1st the savings would be about \$38,000 and that will help the Highway Department.

Craig commented that we just switched bookkeepers and increased hours.

Karen asked about a part-time clerk for the court. Jim McDermott said that was to cover vacations.

Craig suggested reducing the food pantry to three days a week.

Craig suggested reducing Dynamite Hill by keeping the lift closed for two weeks in December or only opening on weekends.

| Personal Services | | Actual | Budget | Reduction |
|--|----------|-----------|-----------|-----------|
| ITEM | CODE # | FY 2019 | 2020 | FY 2020 |
| TOWN BOARD | | | | |
| Personal Services | A1010.1 | \$ 26,980 | \$ 28,313 | \$ - |
| MUNICIPAL COURT | | | | |
| Personal Services | A1110.1 | \$ 28,360 | \$ 29,140 | \$ - |
| Personal Services: Clerk | A1110.11 | \$ 41,195 | \$ 39,200 | \$ - |
| Personal Services: Clerk Part Time | A1110.12 | 235 | \$ 1,000 | |
| Court Officer | A1110.13 | \$ - | \$ 3,200 | \$ 1,000 |
| | Total | \$ 69,790 | \$ 72,540 | \$ 1,000 |
| SUPERVISOR | | | | |
| Personal Services | A1220.1 | \$ 36,450 | \$ 37,452 | \$ - |
| Personal Services: Bookkeeper | A1220.11 | \$ 19,496 | \$ 19,740 | \$ - |
| Personal Services: Deputy Supervisor | A1220.12 | \$ 100 | \$ 150 | \$ - |
| Personal Services: Assistant Bookkeeper | A1220.13 | \$ 10,880 | \$ 1,000 | \$ - |
| Personal Services: Confidential Sec. | A1220.14 | \$ 17,509 | \$ 19,740 | \$ 500 |
| | Total | \$ 84,435 | \$ 78,082 | \$ 500 |
| AUDITING | | | | |
| Auditor | A1320.1 | \$ 650 | \$ 670 | \$ - |
| BUDGET | | | | |
| Personal Services | A1340.1 | \$ 1,710 | \$ 1,757 | \$ 200 |
| ASSESSMENT | | | | |
| Personal Services | A1355.1 | \$ - | \$ - | |
| Personal Services: Clerk | A1355.11 | \$ 17,374 | \$ 19,240 | \$ 500 |
| Personal Services: Board | A1355.12 | \$ 1,440 | \$ 1,380 | \$ - |
| Data Collector | A1355.13 | \$ 1,314 | \$ - | \$ - |
| | Total | \$ 20,128 | \$ 20,620 | \$ 500 |
| TOWN CLERK | | | | |
| Personal Services | A1410.1 | \$ 36,000 | \$ 37,000 | \$ - |
| Personal Services: Deputy | A1410.11 | \$ 1,778 | \$ 2,500 | \$ 500 |
| File Clerk, Part-time | A1410.12 | \$ - | \$ - | |
| | Total | \$ 37,778 | \$ 39,500 | \$ 500 |
| PERSONNEL | | | | |
| Safety Training | A1430.1 | \$ - | \$ 700 | \$ 700 |
| ELECTIONS | | | | |
| Personal Services | A1450.1 | \$ - | \$ - | \$ - |
| RECORDS MANAGEMENT OFFICER | | | | |
| Personal Services | A1460.1 | \$ 1,050 | \$ 2,000 | \$ 500 |
| PUBLIC INFORMATION & SERVICES | | | | |
| Website: Personal Service | A1480.1 | \$ 1,025 | \$ 1,045 | \$ 100 |
| TOWN MUNICIPAL CENTER | | | | |
| Personal Services: | A1620.1 | \$ 52,480 | \$ 60,000 | \$ 7,000 |
| POLICE | | | | |
| Foot Constable | A3120.1 | \$ - | \$ - | \$ - |
| Lake Constable | A3120.11 | \$ 1,475 | \$ 1,000 | \$ 1,000 |
| | Total | \$ 1,475 | \$ 1,000 | \$ 1,000 |

| | | | | |
|--|-----------|------------|------------|-----------|
| Control of Dogs | | | | |
| Personal Services | A3510.1 | \$ 7,915 | \$ 8,117 | \$ 500 |
| Safety Inspection | | | | |
| Personal Services | A3620.1 | \$ - | \$ - | \$ - |
| Public Health | | | | |
| Personal Services | A4010.1 | \$ - | \$ 950 | \$ - |
| Registrar of Vital Statistics | | | | |
| Personal Services | A4020.1 | \$ 1,240 | \$ 1,000 | \$ - |
| Medical Center | | | | |
| Personal Services: Maintenance | A4560.1 | \$ 1,196 | \$ 4,000 | \$ 2,000 |
| Highway Administration | | | | |
| Personal Services | A5010.1 | \$ 59,975 | \$ 61,624 | \$ - |
| SIDEWALKS | | | | |
| Personal Services | A5410.1 | \$ 34,925 | \$ 28,000 | \$ - |
| PUBLICITY | | | | |
| Chester Challenge Personal Service | A6410.12 | \$ - | \$ - | \$ - |
| PROGRAMS FOR THE AGING | | | | |
| Mealsite Worker | A6772.1 | \$ 7,386 | \$ 7,706 | \$ 4,000 |
| OTHER ECONOMIC | | | | |
| Personal Service: Food Transport | A6989.1 | \$ 320 | \$ 1,800 | \$ 1,000 |
| Pantry Worker | A6989.11 | \$ 16,374 | \$ 16,748 | \$ 4,000 |
| Total | | \$ 16,694 | \$ 18,548 | \$ 5,000 |
| PARKS | | | | |
| Personal Services | A7110.1 | \$ 117,693 | \$ 110,000 | \$ - |
| Boat Washing Station - Personal Services | A7110.12 | \$ 12,253 | \$ 12,200 | \$ 2,200 |
| Healthy Challenge Grant | A7110.13 | \$ - | \$ - | \$ - |
| Total | | \$ 129,946 | \$ 122,200 | \$ 2,200 |
| COMMUNITY RECREATION | | | | |
| Dynamite Hill: Personal Services | A7140.1 | \$ 20,315 | \$ 24,000 | \$ 4,000 |
| Beach: Personal Services | A7140.11 | \$ 11,840 | \$ 18,000 | \$ 6,000 |
| Chester Challenge: Personal Services | A7140.12 | \$ 2,423 | \$ 4,000 | \$ 1,000 |
| Total | | \$ 34,578 | \$ 46,000 | \$ 11,000 |
| YOUTH PROGRAMS | | | | |
| Recreation: Personal Services | A7310.11 | \$ - | \$ 1,000 | \$ 500 |
| Youth Commission: Director | A7310.12 | \$ 5,922 | \$ 8,000 | \$ 1,000 |
| Total | | \$ 5,922 | \$ 9,000 | \$ 1,500 |
| HISTORIAN | | | | |
| Personal Services | A7510.1 | \$ 3,948 | \$ 4,233 | \$ - |
| ZONING | | | | |
| Personal Services: Administrator | A8010.1* | \$ 37,490 | \$ 38,770 | \$ 1,000 |
| Personal Services: Clerk | A8010.11 | \$ 585 | \$ 800 | \$ - |
| Personal Services: ZEO | A8010.111 | \$ 13,196 | \$ 17,098 | \$ 5,000 |
| Personal Services: ZBA Stipend | A8010.12 | \$ 1,740 | \$ 2,000 | \$ - |
| Engineer - Septic Projects | A8010.13 | \$ - | \$ - | \$ - |
| Total | | \$ 53,011 | \$ 58,668 | \$ 6,000 |
| PLANNING | | | | |

| | | | | |
|---|------------|-------------------|-------------------|----------------------|
| Personal Services: Planning Board Stipend | A8020.1 | \$ 2,067 | \$ 2,100 | \$ 300 |
| Personal Services: Clerk | A8020.11 | \$ 860 | \$ 900 | \$ - |
| Total | | \$ 2,927 | \$ 3,000 | \$ 300 |
| REFUSE & GARBAGE | | | | |
| Personal Services | A8160.1 | \$ 112,914 | \$ 112,000 | \$ 5,000 |
| COMMUNITY BEAUTIFICATION | | | | |
| Personal Services | A8510.1 | \$ 5,298 | \$ 3,000 | \$ 2,000 |
| CEMETERIES | | | | |
| Personal Services | A8810.1 | \$ 18,923 | \$ 17,000 | \$ - |
| TOTAL: PERSONAL SERVICES "A" | | \$ 794,299 | \$ 811,273 | \$ 57,000 |
| HIGHWAY FUND - DA | | | | |
| ITEM | CODE # | Actual FY 2019 | | Reduction FY 2020 |
| GENERAL REPAIRS | | | | |
| Personal Services | DA5110.1 | \$ 295,275 | \$ 300,000 | \$ 22,000 |
| MACHINERY | | | | |
| Personal Service: Mechanic | DA5130.1 | \$ 52,385 | \$ 49,180 | \$ 2,500 |
| SNOW REMOVAL | | | | |
| Personal Services | DA5142.1 | \$ 184,409 | \$ 205,120 | |
| SERVICES TO OTHER GOVERNMENTS | | | | |
| Personal Services | DA5148.1 | \$ 94,998 | \$ 105,700 | |
| TOTAL: PERSONAL SERVICES "DA" | | \$ 627,067 | \$ 660,000 | \$ 24,500 |
| CHESTERTOWN WATER FUND EXPENSE - CW | | | | |
| | CODE # | Actual FY 2019 | Budget 2020 | Reduction FY 2020 |
| ADMINISTRATION | | | | |
| Pers Svc: Water Super | CW8310.1 | \$ 9,417 | \$ 9,660 | |
| Pers Svc: Ass't Water Super | CW8320.11 | \$ 569 | \$ 1,000 | \$ 500 |
| DISTRIBUTION | | | | |
| Personal Services: Extra Help | CW8340.1 | \$ - | \$ 6,000 | \$ 1,000 |
| TOTAL: PERSONAL SERVICES: "CW" | | \$ 9,986 | \$ 16,660 | \$ 1,500 |
| POTTERSVILLE WATER FUND EXPENSE - PW | | | | |
| ITEM | CODE # | Actual FY 2019 | Budget 2020 | Reduction FY 2020 |
| ADMINISTRATION | | | | |
| Pers Svc: Water Super | PW8310.1 | \$ 7,652 | \$ 7,912 | |
| Pers Svc: Ass't Water Super | PW8320.11 | \$ 569 | \$ 720 | \$ 360 |
| DISTRIBUTION | | | | |
| Personal Services: Extra Help | PW8340.1 | \$ 806 | \$ 8,000 | \$ 1,000 |
| TOTAL: PERSONAL SERVICES: "PW" | | \$ 9,027 | \$ 16,632 | \$ 1,360 |
| LIBRARY FUND EXPENSE - "L" | | | | |
| ITEM | CODE # | Actual FY 2019 | Budget 2020 | Reduction FY 2020 |
| Personal Services: Lib Director | L7410.142A | \$ 26,982 | \$ 28,400 | |
| Personal Services: Asst Director | L7410.142B | \$ 15,209 | \$ 15,116 | |
| Personal Services: Lib Clerk | L7410.142C | \$ 14,826 | \$ 14,066 | |

| | | | | |
|---------------------------------------|---------------|------------------|------------------|-----------------|
| TOTAL: PERSONAL SERVICES: "L" | | \$ 57,017 | \$ 57,582 | \$ - |
| LLPD FUND EXPENSE - "SP" | | Actual | Budget | Reduction |
| ITEM | CODE # | FY 2019 | 2020 | FY 2020 |
| PARK DISTRICT | | | | |
| Personal Services: Boat Washers | SP7110.1 | \$ 13,302 | \$ 12,500 | \$ 1,500 |
| Personal Services: Lake Constable | SP7110.11 | \$ 2,054 | \$ 3,000 | \$ 1,500 |
| TOTAL: PERSONAL SERVICES: "SP" | | \$ 15,356 | \$ 15,500 | \$ 3,000 |
| | | | | \$ 89,210 |

Supervisor Leggett said he reduced the Beach by \$9,000 but we could reduce it even more if we close the Beach all together.

Mr. Leggett suggested reducing the Zoning Enforcement Officer to twelve hours a week from here on out.

At the Transfer Station, Craig suggested dropping the third person down to 20 hours a week. Mike said to stagger the two part-timers. Craig responded that it is a busy spot and it has become more self service and May is one of the biggest months. Mike commented that Johnsbury only has one. Craig replied that Warrensburg also only has one, but Horicon uses three employees during the summer.

Craig commented that he has suggested grouping the planters together to make watering easier three times a week.

Chris asked if it would be better to lay people off than reduce their hours to fifteen and shift the whole burden to the State and the Feds because we have been paying in. Supervisor Leggett said we do not pay into unemployment insurance, the Town has to pay the unemployment.

Karen asked Craig if he went across the board with a reduction in payroll. Craig said he did not do a straight cut. For example, he reduced the Zoning Administrator by \$1,000 which figures out to be an hour less a week until the end of the year and stated he is busy and a revenue generator but I think we should take it out. Jim McDermott asked how it affects their health insurance. Craig said it is done by percentage based on what you're making. Craig said it is a little more than a week. You potentially could take one day a week for seven weeks.

Chris asked why elected officials could not be reduced. Craig replied that it could be by Local Law and is a process.

Jason Monroe said that between the Health Center and the Emergency Squad we are spending over \$20,000 a year maintaining the property.

Supervisor Leggett said that he thinks we are doing well, the target for payroll reduction was \$47,000 and we are at \$57,000. Craig asked the Board if they wanted to work on it some more. Mike said next Friday we should know a little more. Craig replied that he would like the changes taken care of at the Town Board meeting next Tuesday. Larry asked what other options have been discussed, like insurance. Craig said for this year he has not thought of any, but the other thing is, is there another way to get revenue in here. Marion has done a good job of getting \$202,000 from FEMA and another \$14,000 for the gymnasium, working on a reduction in the Town's overall insurance costs and reimbursement for towing.

| | | | | | |
|--|--|---------------|---------------|---------------|--|
| | | Actual | Actual | Budget | |
|--|--|---------------|---------------|---------------|--|

| ITEM | CODE # | FY 2018 | FY 2019 | FY 2020 | |
|--|--------|---------------------|---------------------|---------------------|-----------------|
| TOWN OF CHESTER BUDGET 2020 - GENERAL REVENUE | | | | | |
| REAL PROPERTY TAX & ITEMS | | | | | |
| Real Prop | A1001 | \$ 191,673 | \$ 212,796 | \$ 221,000 | 10% OF EXPENSES |
| PILOT | A1081 | \$ 25,102 | \$ 37,037 | \$ 16,000 | |
| Int & Penalties | A1090 | \$ 8,687 | \$ 9,516 | \$ 12,000 | |
| TOTAL: REAL PROP | | \$ 225,462 | \$ 259,349 | \$ 249,000 | |
| NON-PROPERTY TAX | | | | | |
| Occ Tax | A1113 | \$ 52,026 | \$ 52,471 | \$ 46,000 | |
| Sales Tax | A1120 | \$ 1,395,286 | \$ 1,413,827 | \$ 1,355,000 | 60% OF EXPENSES |
| Cable TV | A1170 | \$ 55,309 | \$ 57,215 | \$ 47,000 | |
| TOTAL: NON-PROP TAX | | \$ 1,502,621 | \$ 1,523,513 | \$ 1,448,000 | |

Craig said that the Town provides great amenities and a lot going on and a place where you want to live.

Craig changed some of the amounts to be reduced during the discussion to have a total reduction to \$47,000.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, meeting adjourned at 6:14 pm.

AYE 5 NO 0

Respectfully submitted,

Town Clerk