



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
STORM 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, Woof 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		Actual		Reduction
ITEM	CODE #	FY 2019		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		Actual	Budget	Reduction
	CODE #	FY 2019	2020	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		Actual	Budget	Reduction
ITEM	CODE #	FY 2019	2020	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"		Actual	Budget	Reduction
ITEM	CODE #	FY 2019	2020	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	
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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