

Draft- not yet approved SPECIAL TOWN BOARD MEETING

2024 Budget Retreat

Town of Ulysses

Aug. 10, 2023

The meeting was held in person at the Town Hall at 10 Elm St., Trumansburg NY as well as via Zoom videoconference. Notice of Town Board meetings are posted on the Town's website and Clerk's board.

Video recordings of meetings are available on Youtube at

<https://www.youtube.com/channel/UCWVIs--q9CpHlxdk9YxZyPw>.

CALL TO ORDER:

Ms. Olson called the meeting to order at 8:03Am.

ATTENDANCE:

TOWN OFFICIALS

Supervisor- Katelin Olson

Board members- Michael Boggs, Mary Bouchard, Liz Weatherby

Town Clerk- Carissa Parlato

Second Deputy Supervisor/Budget Officer- Michelle E. Wright

Bookkeeper- Blix Taetsczh

No others attended.

APPROVAL OF AGENDA:

Motion: Ms. Weatherby moved to approve the agenda with the additions of an Executive Session (personnel issues); and contract negotiations. This was seconded by Ms. Bouchard and passed unanimously.

PRIVILEGE OF THE FLOOR: (3 minute limit)

(none)

RETREAT BUSINESS:

Ms. Olson noted that the current budget process has worked well in prior years.

Ms. Wright said that this meeting would be a time to come up with general ideas for spending limits such as for salary, community contracts...

The group reviewed the budget calendar and discussed a visit to the highway dept.

Ms. Wright explained the general budget process:

- Supervisor's office develops tentative budget (includes what was requested by depts.) and submits to the Town Board.
- The board has the option to discuss further and make any changes. Once they are satisfied, they adopt it as the Preliminary Budget and schedule a Public Hearing.
- After the hearing, additional changes may be made before voting on the final budget.

Ms. Wright further discussed the tax cap (set by NYS at 2% for several years) and taxable assessed value (TAV).

Ms. Olson shared that mortgage tax revenue came in lower than previously due to higher interest rates.

The group discussed the Tax Cap Override local law. Ms. Olson noted that many municipalities pass it as a precaution due to the tight timeline of adopting the budget. She further added that a potential increase in emergency services could trigger the need to override the tax cap.

Ms. Wright and Ms. Taetsczh shared the following:

2023 revenue updates:

- Shortfall in mortgage tax (volatile revenue stream- hard to predict) ~\$40k
 - Will predict less for next year
 - Increased interest on investments wasn't budgeted so will offset this
- Court fees ~\$10k
 - Due to state laws
- In pre-tentative budget- sales tax for 2024 will be based on 0-3% of this year's estimate

Personnel:

- Salary comparisons and the need to be competitive to maintain staffing levels
- cost of living and inflation
- county doing 4-5% increases. Certain positions adjusted for recruitment
- Ms. Olson- some positions may need greater adjustments than others
 - Suggests Rec Director, Code, Budget Officer
 - Ms. Olson asked for a general range of how much the board is willing to increase salaries and agreed on 4-5% increase
- Ms. Taetsczh noted that Ulysses has complex admin operations with more staff, so it is difficult to compare to other towns of the same size.
- Ms. Taetsczh discussed retirement spending. TOU has a reserve for years where the town's contributions drastically increase

Project Planning for 2024:

- Com plan- Ms. Olson suggests more regular updates of aspects of the comp plan rather than a big update every 10 or so years.
- Camp Barton- Ms. Olson said that NYS has informed them that LDC is subject to many of the same reporting requirements of local govts. Working on budget now, town will be asked to contribute and will be able to get repaid when Camp Barton is up and running. NYS is offering a 10 yr lease for mgmt. of the camp.

WD3:

- 2024 is last \$150k debt payment
- Need to start investing toward capital plans
- Maintenance plan, continuity of operations, generator
- Lead service line inventory

Reserves & Capital planning:

- Ms. Wright and Taetszch presented sheet

Town Board 2024 CE line:

- Give ideas to MEW by 9/8

Community funding:

- Review of last year
- New ideas for this year
- Discuss allocation amount

UPCOMING EVENTS:

August 22 – Regular Town Board Meeting- Cancelled

September 12- Regular Town Board Meeting

EXECUTIVE SESSION:

Ms. Bouchard moved to go into Executive Session for the purpose of discussing particular persons and contract negotiations. This was seconded by Ms. Weatherby and passed unanimously.

Ms. Weatherby was excused at 10:12am

Mr. Boggs moved to end Executive Session at 10: 33am. This was seconded by Ms. Bouchard and passed unanimously.

ADJOURN

Mr. Goldman made a motion to adjourn at 10:33am. This was seconded by Ms. Bouchard and passed unanimously.

*Respectfully submitted by Carissa Parlato, Town Clerk
9/7/23*