

# Hamburg Town Board Work Session

## Catherine A. Rybczynski, Clerk

### 10-26-2020

James Shaw, Supervisor (Present)  
Shawn Connolly, Councilmember (Present)  
Elizabeth Farrell, Councilmember (Present)  
Karen Hoak, Councilmember (Present)  
Michael Petrie, Councilmember (Present)

**ALSO PRESENT:** Catherine Rybczynski, Town Clerk; Samantha Tarczynski, Director of Finance; Martin C. Denecke, Director, Youth, Recreation and Senior Services; Kim Sessanna, Assistant Accountant; Ted Casey, Highway Superintendent; Walter Rooth, Town Attorney; Cami Jarrell, Town Engineer;

#### 1.

**RESOLVED**, that the Town Board opens the Work Session at 4:30 P.M.

On a motion of Supervisor Shaw, seconded by Councilwoman Hoak, the following resolution was

ADOPTED	Ayes	4	Shaw, Farrell, Hoak, Petrie
	Noes	0	
	Abstained	0	

Supervisor Shaw opened the meeting by explaining that during the regular meeting the Fire Company Budget Public Hearing will take place. Also, a presentation will be made during the second (2<sup>nd</sup>) second Public Hearing regarding the Proposed 2021 Town Budget. Supervisor Shaw opened the meeting and asked the Council what topics they wanted to address first.

#### **PLANNING**

Councilman Petrie asked to discuss Planning and Zoning, specifically the cut in hours for Planning Consultant Sarah desJardin stating she would be cut to 14 hrs. wk. Ms. Tarczynski replied that over 52 weeks her hours would be 15.7/hrs. wk. and added that Ms. desJardin takes a number of weeks each year to go South during the winter therefore increasing the hours per week she would have available.

Mr. Petrie stated that Ms. desJardin informed him that she needs 30 hours or more to complete her work.

Mr. Shaw stated that 30 hours would be more than she has been budgeted for currently.

2020 Budget – total allotment (three individual lines) - \$65,000.00

2021 Proposed Budget – total allotment (three individual lines) - \$45,000.00

Ms. Tarczynski informed the Board that a conversation did occur between Ms. desJardin and Mr. Shaw to which she was also a party to. She continued that Ms. desJardin stated that approximately 70% of the works she currently performs is clerical and could be done by a secretary. She also claimed that she could assume some of the tasks currently performed by Drew Reilly and Wendell. The clerical work would be moved to Engineering (Jane Kiener). A list of duties illustrating the tasks and assignments which Ms. desJardin felt she could perform unaided and another list detailing those duties she felt she could perform with some help were provided to Ms. Tarczynski.

Mr. Petrie said that a disconnect is present because Ms. desJardin was surprised by the number proposed in the budget.

Ms. Tarczynski stated that to avoid a disconnect such as this that it is really crucial that a town employee, who is here all of the time and understands how things work, be charged with keeping track of these types of things. She used Mr. Reilly's vouchers as an example and said that the reason they are not getting paid is that no employee with the sense of responsibility for them to usher them through the process. She continued that Ms. desJardin, Ms. Kiener, and Ms. Jarrell all enjoy working together and may be the cohesive unit needed to make everything run more smoothly and even transition the department; particularly with the anticipated retirement of Thomas Lardo, Engineering Inspector, in the next two years. Ms. Jarrell has expressed interest in working directly for the Town.

Ms. Farrell stated that the \$20,000.00 reduction appears too much.

A conversation ensued regarding the parceling out of job duties, whether Wendell should be on retainer or an hourly rate, who should assume what roles, etc. It was decided to have a conversation with the principals involved and discuss again at the next meeting.

## **POLICE**

Councilwoman Hoak spoke with Chief Trask and asked Ms. Tarczynski also spoke with him and she said she had and thought they were on the same page.

Clarification was offered regarding the number of officers. Asked for 63, have 62, and were budgeted 61 officers. The vehicles requested were a Tahoe and five (5) Dodge Chargers. The proposed budget had the Tahoe and four (4) Chargers. Captain Budney informed the Board that the cost would be lower for the Chargers. Clarification was also offered regarding the cost of the vehicles and the outfitting as well as trade-in values.

The budget will need to account for anticipated retirements in 2021. Possibly attract officers from other departments to avoid training lag and cost, but they are likely to demand more money.

Ms. Tarczynski was instructed to speak with Captain Budney to ensure that nothing is lost in translation or inadvertently missed.

Supervisor Shaw demonstrated that the Town of Hamburg, especially considering the Villages of Hamburg and Blasdell, has great police coverage when compared to similarly sized municipalities in the region.

The need to replace two officers who are qualified to inspect commercial interstate vehicles exists. The Judges are currently not fining violators at commercial rates. If they do

there is a lot of money to be had.

The town had been using \$1.9 million of the fund balance. This year the board chose to use less at circa \$1.3 million. COVID will wipe out those “savings accounts” this year and the need to make up the \$1.3 million exists. If some measures aren’t taken in this budget the need for either a drastic tax increase or cuts to services will be necessary.

Ms. Farrell brought up that the overtime costs to the Police Department may outweigh the benefit of personnel cuts to the police.

Mr. Shaw stated that the demise of McKinley Mall has resulted in a significant drop in crime and therefore calls for police response. That drop has been considered in the decision to lose an officer through attrition.

Ms. Tarczynski stated that the “B” fund is in serious danger and some action needs to take place sooner rather than later.

Mr. Petrie asked how the “B” Fund fund balance was created in the first place. Ms. Tarczynski stated that it was grown through using conservative estimates for sales tax. Sales tax revenue typically outpaces the real estate tax levy.

Mr. Petrie asked what the impact of all of the new properties coming onto the market would be. Ms. Tarczynski responded that that sort of new property coming on line happens each year and looks like a \$1.3 million change from last to this year. These increases are relied upon to help shoulder cost of living/inflation costs.

Ms. Farrell brought up the recent news that Internet Sales Tax money will be funneled to the municipalities. Ms. Tarczynski stated she would look into confirming the validity and if it is accurate the details of what the money may be spent, where, etc.

Mr. Connolly asked, why has there been such an increase to the Buildings and Grounds personal services? Ms. Tarczynski replied that she believed it had to do with their level of staffing and not anything specific. Ms. Sessanna stated that retirements and other costs weren’t accounted for at first and as they grew they were accounted for in that line. Usually “A” Fund, social security, retirement, etc. are accounted for together. On the other hand, B&G, Highway and Recreation, for example, are “B” Fund and are accounted for individually.

### **AGENDA DISCUSSION**

Item #3 Public Hearing on Fire Company Budget requests

-Ms. Tarczynski stated that it may be necessary to request much more information from the companies because they now offer very little.

-She stated that it would give the Town an opportunity to see what their financial picture looked like and if they needed greater efficiencies and cost savings.

-Mr. Petrie stated that each of the Fire Companies are very different in their approach and it may be impossible to get them to all do things the same way.

Item #4 Public Hearing – Budget -Presentation

Item #5 Minutes -6 sets

Item #6 – 13 no discussion

Item #14 Refuse Removal and Recycling Committee

-A discussion took place about the item, past practices, and future goals.

Item #15 Call for Public Hearing RE: Special Events Ordinance

-Supervisor Shaw detailed the salient points of the item.

-Mr. Petrie stated, “I’m not a fan, let’s leave it at that” when Mr. Shaw asked if anyone had any comments or questions.

-Ms. Farrell asked for clarification on when the ordinance would apply. She used “Blast on the Beach” as an example and Mr. Shaw responded that it would not because it is a Town sponsored event.

-Ms. Hoak asked where the cap of 400 people came from. Mr. Shaw responded that it is the number used in some other municipalities and added that it could be changed.

-Mr. Shaw stressed that the ordinance is intended to protect the town from potential lawsuits and litigation, for the cost of clean-up, to ensure proper number of law enforcement, to keep the town safe, adjoining property owners, etc.

Item #16 & #17 No discussion

**2.**

**RESOLVED**, that the Town Board adjourns the Work Session at 6:55 P.M.

On a motion of Supervisor Shaw, seconded by Councilwoman Hoak, the following resolution was

ADOPTED	Ayes	5	Shaw, Connolly, Farrell, Hoak, Petrie
	Noes	0	
	Abstained	0	

The meeting was closed at 6:55 PM.

**Open Meetings Law, Public Officers Law, Article 7, §106. Minutes.**

**Minutes shall be taken at all open meetings of a public body which shall consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.**

**These minutes are an unofficial copy unless the original signature of the Town Clerk is affixed below. The original official paper minutes are stored in the Town’s vault.**

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Catherine A. Rybczynski, R.M.C.  
Town Clerk