

Town of Canton
September 2, 2021
Special Board Meeting 6:00pm
Minutes

Present

Supervisor Mary Ann Ashley (in person), Council Members Bob Washo (in person), James Smith (in person), and Martha Foley Smith (in person)

Also in Attendance

Town Clerk/Tax Collector Karin Blackburn (via Zoom), Confidential Secretary/Bookkeeper Dylan Barringer (via Zoom), Angela Gray (in person)

Members of the Public: Ellis Giacomelli (via Zoom), Angie S-G (via Zoom)

A. Call to Order

- Mary Ann Ashley opened the Special Meeting at 6:00 p.m.
- Agenda changes:
 - Under New Business: discuss the Board meeting next week. There's a new Executive Law that has been passed, meetings going back to Zoom only.

B. 2022 Budget Work Session

- General conversation amongst the Board regarding the budget for next year.
- Some preliminary numbers have been run, but Mary Ann needs some direction from the Board on how she should proceed.
- Last year she and the Board did talk about and passed a law about the Tax Cap. That law was not used. She would like to hear from the Board about what should be done this year. She recommends doing the same this year, but that would mean involving Eric Gustafson.
Jim Smith makes a motion to move forward with the Tax Cap law. It makes sense to have it available if necessary, and the last three years it has been done. 2nd by Martha Foley Smith.
Mary Ann states that there is a time frame to post the law. There isn't enough time to do that for next week's meeting. She believes it is 1.05%, but she will send that information to the Board.
All in favor, motion carried.
- Mary Ann Ashley stated that in the past three years a balanced budget has been presented. Then department requests are looked at, as well as potential salaries,

and then bring the budget back to the table. She would like to know how it would be done this year. Would the Board like for Mary Ann to present a balanced budget, or would the Board like to see the department requests first? There are a lot of variables. Health insurance, salaries, department requests, American Rescue funding, property valuation, sales tax (including internet sales tax).

Jim Smith said that in his experience presenting a balanced budget made the process run a lot smoother. With two members of the Board that have never worked on a Town budget, it would be better to have a starting point with a balanced budget and then look at the department requests as a Board.

- Bob Washo doesn't see deviating from the process that has been done so far, over the past three years. The a la carte items can be left for discussion. Why would the Board change its course? To deviate from how it has been done in the past could be very risky. There's a system that has been working, let's stick with it.
- Mary Ann Ashley and Angela Gray will get together and do a cost analysis.
- Gray & Gray is working on year end projections. In the queue for the meeting next week, ARPA allows for revenue restoration. They will have a calculation for that. They will also be available to assist with tax rate preparation. Also, what does it look like with McDonalds and the All States properties?

Jim Smith asked about the revenue restoration money - how does it work? Does the Board need approval to move the money out of the bank for that?

Mary Ann Ashley stated that she and Karin have been looking into the process and working on the SAM.gov process. The goal is to get those funds into this year's budget, so we don't have to dip into next year's budget.

Karin and Jeni will prepare a list of what is allowed for next week's meeting. From Karin's understanding, reading all of the paperwork and information coming through, the responsibility is the reporting, and you have a period of time to use that, until 2024. Angela will share the formula for losses.

The Board members and Angela continued discussions about ARPA funding.

- Another budget working session will be needed after next week's meeting.

C. New Business

- Acknowledge Code Enforcement Officer Resignation
 - Miranda Corbine submitted her letter of resignation to the Clerk on August 24th. Her final day will be September 23rd. She will be available on a part-time basis to help with the building permit process. Sincere appreciation from the Board for her wonderful job and well wishes for Miranda for all her future endeavors. Bob Washo is grateful for all Miranda has done and he's happy that she is sticking with it while the Board finishes the search.

Jim Smith will always be disappointed when someone leaves, but at the same time he is happy that she was able to get back home and get back to her roots.

He's seen a lot of people come and go, that will continue.

Martha Foley Smith saw that she did so much in such a short amount of time.

Sad to see her go.

- Approve Interim Code Enforcement Officer Professional Services Agreement
 - Miranda has graciously agreed to stay on at up to 10 hours a week at \$50/hour, plus mileage. Only responsible for incoming building permits. Motion to approve this professional services agreement made by Bob Washo, 2nd by Martha Foley Smith. Bob doesn't believe there should be any expectations, just reports back to Mary Ann's office. Mary Ann did say that the work will be done after hours, and the cell phone will be in the Clerk's office. Motion carried.
- Assembly Passed a Law for Board Meetings Order for Board Meeting Next Week
 - Board agrees to move meetings to all virtual. Everyone's health and safety is a priority.

D. Executive Session

Upon majority vote upon a motion that identifies the subject to be considered, the Council will conduct an executive session to discuss any of the issues identified as proper by Public Officers Law 105 (1) (D) discussions regarding proposed, pending, or current litigation; (E) collective negotiations pursuant to Article 14 of the Civil Service Law 1; (F) matters pertaining to employment history of a particular person; and (H) the proposed acquisition of property.

1. Motion to go into Executive Session at 6:38 pm made by Bob Washo, 2nd by Dave Nelson. All in favor. Motion carried.
2. Motion to come out of Executive Session at 7:40 pm made by Martha Foley Smith, 2nd by Dave Nelson. All in favor. Motion carried.
3. Motion to adjourn at 7:41 pm made by Dave Nelson, 2nd by Martha Foley Smith. All in favor. Motion carried.

Respectfully Submitted,



Karin Blackburn
Town Clerk