

**TOWN OF HILLSDALE
SPECIAL TOWN BOARD MEETING
July 25, 2013**

Pledge to flag

A SPECIAL meeting of the Hillsdale Town Board was held on Thursday, June 25, 2013, at the Town Hall at 6:00 p.m. with the following members present

PRESENT: Supervisor Arthur Baer
Councilwoman Jill Sims-Elster
Councilman August Sena
Councilman Peter Cipkowski
Councilman Steven Tiger

OTHERS PRESENT: Ruth Dodds, Town Clerk

1. The Fitzgeralds have notified us by email (not quite officially) that they are terminating their relationship with us effective August 1, 2013.

We have received proposals from three payroll firms. Pay Check, EDP, and Adirondack Payroll. The annual range is \$1,400 - \$1,630. The Supervisor recommends Adirondack Payroll- not only for cost (\$1,420 annually- \$1.50 per check) - it is run by a Canaan resident- the firm has served Canaan for ten years – Canaan gave them a good reference- Adirondack also has a good relationship with the accountant we are interviewing. The representative from Adirondack will be here tomorrow to talk with Vivian, Ruth, Jan, and Art to go over what they need.

The Supervisor has asked Richard for his most recent payroll register and notify us officially who is on or off the payroll. In the past year there has been 100% turnover for the Highway employees. As the Supervisor has not received this document yet, and it is needed for tomorrow, Councilman Tiger will pick it up in the morning.

APPOINT PAYROLL FIRM

On motion of Councilman Tiger, seconded by Councilwoman Jill Sims-Elster, the following resolution was **Adopted vote ayes 5 nays 0**

Resolved that this Board move to appoint the firm of Adirondack Payroll from Pittsfield, MA. as the service company for the Town payroll for the remainder of 2013; starting immediately.

Bonadio & Co. ,who did the audit, has offered to help us out on an interim basis if needed.

Two firms have been interviewed – Nelson E. Furlano, CPA and Stickler & Torchia CPA Torchia is asking \$1,100 /month. Furlano \$650/month.

APPOINT ACCOUNTANT

On motion of Councilwoman Jill Sims-Elster, seconded by Councilman Cipkowski, the following resolution was **Adopted vote ayes 5 nays 0**

Resolved that this Board move to appoint the firm of Nelson E. Furlano, CPA to start immediately as our accountant for the balance of the year 2013.

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Extend Vivian's Hours

Vivian is now doing the quarterly Sewer billing, and sending the payroll every two weeks. The Board discussed increasing her up 3 hours per week.

On motion of Councilman Cipkowski, seconded by Councilman Tiger; the following resolution was **Adopted ayes 5 nays 0**

Resolved to increase Vivian's time up to 3 hours per week/at \$45per week based on the number of hours worked, amended as necessary. This to cover additional responsibilities for Sewer billing, payroll service and support. This increase will start with the next payroll period.

Budget amendment

On motion of Councilman Sena, seconded by Councilman Cipkowski; the following resolution was **Adopted ayes 5 nays 0**

Resolved that the payroll budget be amended by \$1080. For the additional hours for the balance of this year.

Discussion of Highway Budget for 2012

The original budget shows a deficit of \$72,000. After the budget was amended there was a deficit of \$37,000. (amendment attached) At the end of the year \$25,000 was taken out of the Highway appropriated fund balance and some from the General fund to balance the Highway budget. Richard's attorney, Ken Dow obtained some financial records from Brian without the consent of the Board. When the audit is completed, our Attorney will provide Mr. Dow with all the information.

Accountant's Behavior

Supervisor Baer has researched what can be done if we do not get our records from the accountant. Help can be obtained from the NYS Professional Misconduct Enforcement.

Sewer Rates

In 2008 DEC imposed more requirements after the fact, creating lots of additional costs, thus causing the Town a debt of \$70,000. At the time the District was started, the State recommended a cost of \$54 per EDU for each parcel because of the economic state of the hamlet. The Town chose to charge \$45 which is far below traditional sewer costs. There are 65 property owners in the district - 126 EDU's.

Now in order to pay off the debt in ten years we have to raise the rate \$5 per month. The Board discussed the wording for the letter to be sent to the district about the increase. We need to put the increase in effect next month for the fourth quarter.

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Metz litigation

Metz doesn't want to pay for his leaking tanks, so he says it was the Town's tank. This "leak" happened about May 2006. The lawyers and State do not think it is the Town's leak. We have no insurance to pay for this. Art was subpoenaed to Albany. He was questioned by three attorneys about 2 hours. We have no choice. There is nothing we can do. Eventually this will go to jury.

Meeting adjourned at 7:26 PM

Respectfully Submitted,

Ruth Dodds, Town Clerk