

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE:           PARKS, RECREATION & RAILROAD**

**DATE:                   AUGUST 21, 2007**

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<b>COMMITTEE MEMBERS PRESENT:</b>	<b>OTHERS PRESENT:</b>
SUPERVISORS   HASKELL	PAUL BUTLER, DIRECTOR OF PARKS, RECREATION &
BELDEN	RAILROAD DEPARTMENT
GABRIELS	WILLIAM LAMY, DPW SUPERINTENDENT
VANNESS	JEFFREY TENNYSON, DEPUTY SUPERINTENDENT OF
F. THOMAS	ENVIRONMENTAL ENGINEERING SERVICES
STEC	JUDY JOHNSON, DPW FISCAL MANAGER
GERAGHTY	WILLIAM THOMAS, CHAIRMAN
MERLINO	HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE AND
	FISCAL SERVICES
<b>COMMITTEE MEMBER ABSENT:</b>	JOAN SADY, CLERK OF THE BOARD
SUPERVISOR    O'CONNOR	NICHOLAS CAIMANO, BUDGET OFFICER
	SUPERVISOR MASON
	JOANN MCKINSTRY, DEPUTY COMMISSIONER OF
	ADMINISTRATIVE AND FISCAL SERVICES
	CHARLENE DiRESTA, LEGISLATIVE OFFICE SPECIALIST

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Mr. Haskell called the meeting of the Parks, Recreation & Railroad Committee to order at 1:31 p.m.

Motion was made by Mr. Belden, seconded by Mr. Merlino and carried unanimously to approve the minutes of the July 31, 2007 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Paul Butler, Director of Parks, Recreation & Railroad Department, who presented his budget to the Committee. He advised that the Parks and Recreation (A.7110) Budget reflected a 2008 request of \$791,538 in comparison to the 2007 appropriations of \$1,020,944, a decrease of \$229,406.

Mr. Butler explained that Code A.7110 250 (Technical Equipment) incorporated the Fish Hatchery equipment such as aerators, bell feeders and fish food dispensers. He added that the remaining equipment account codes were standard requests and did not include any increases.

Moving on to the Contractual Expenses for the 2008 Parks & Recreation Budget request, Mr. Butler stated that Code A.7110 411 (Rent-Building/Property)

reflected a request of \$4,300. He added that this request had been the funds necessary for the lease with Lyme Timberland, Inc. for trail maintenance for the South Warren Snowmobile Club. He further added that the New York State Recreation Easement with Lyme Timberland, Inc. now maintained many of these trails; however, he said, he had left some funds in the Budget for maintenance of the trails that were not covered by the Easement. He said that a canoe access site was also part of the requested funds.

Mr. Caimano questioned the increase of \$25,000 for Code A.7110 413 (Repair & Maintenance - Building/Property). Mr. Haskell replied that there were additional buildings that were now owned by the County and needed to be maintained. He added that some of the newly acquired buildings were in a state of disrepair, which accounted for the requested increase to this code.

Mr. Butler apprised that the amount requested under Code A.7110 445 (Foods) had decreased significantly from \$19,000 in 2007 to \$14,000 for the proposed 2008 Budget, a decrease of \$5,000. He added that there had been two year classes (spring spawners and fall spawners) of fish at the Hatchery in the last couple of years which required additional food supplies. He stated that he had been unsure of how much fish food would be needed last year; however, he added, the requested amount would be adequate for 2008. Mr. Caimano asked what Code A.7110 421 (Equipment Rental) entailed and William Lamy, DPW Superintendent, responded that it was the chargeback to the shop for use of vehicles and equipment.

Mr. Haskell noted that all department heads should look at their personnel rosters to see where cuts could be made. Mr. Lamy asked if Mr. Haskell wanted him to consolidate to reduce staffing levels and Mr. Haskell affirmed.

Mr. Butler explained that \$105,000 was proposed under Code A.7110 470 (Contract), which was the allocation of funds to the four snowmobile clubs. He added that three of the clubs would be receiving \$30,000 each and one would receive \$10,000. He further added that the remaining \$5,000 was for general maintenance of the trails that would be performed by the Parks and Recreation Department. Mr. Belden noted that each of the three larger clubs had been increased by \$5,000 each and he asked, what the reasoning was behind that decision. Mr. Haskell responded that the decision had been made based on the mileage of the trails. He listed the mileage for each club as follows:

- South Warren Snowmobile Club maintained 87 miles of trails;
- North Warren Snowmobile Club maintained 67 miles of trails;
- Thurman Connection Snowmobile Club maintained 112 miles of trails;

- Hague Sno-goers maintained 9 miles of trails.

Mr. Belden questioned why the contract had been increased by \$5,000. Mr. VanNess noted that the proposed 2008 request of \$105,000 as compared to the 2007 appropriations of \$85,000, was an increase of \$20,000. Mr. Haskell noted that when Warren County had been responsible for maintenance of the snowmobile trails, they had expended over \$250,000 per year. He added that the snowmobile clubs attracted a lot of tourism to Warren County.

Moving on to revenues for the Parks & Recreation Department, Mr. Butler apprised that Code A.7110 1789 (Railroad) included the Thomas the Tank Engine event, as well as regular ticket sales. He added that ticket sales for Thomas the Tank Engine were approximately \$14,000 for 2007 as compared to \$17,800 for 2006, a decrease of \$3,800. He stated that Code A.7110 2410 (Rental of Property) was revenue from railroad and bikeway leases. He noted that Code A.7110 2707 (Fish Hatchery) was revenue from the fish food dispenser, which was utilized by visitors to the Fish Hatchery. He said that Code A.7110 3889 (Parks & Recreation, Other) was the State aid for the snowmobile clubs. Mr. Caimano questioned why the amount of income listed was zero dollars. Judy Johnson, DPW Fiscal Manager, responded that the income consisted of the Pass Through Snowmobile Grant, the amount of which was unknown. She added that she did not budget for the grant due to the fact that it was unknown if the grant would be received and how much it would be for. She further added that when the grant was received in January she would raise both the appropriations and the revenue to reflect the receipt of the grant funds.

Mr. Mason entered the meeting at 1:45 p.m.

Mr. Caimano stated that Warren County provided the snowmobile clubs with approximately 90% of their income. He added that since the funds came from Warren County, the Parks, Recreation & Railroad Committee should be involved in the decision of where the funds were used. He noted that the funds came from the taxpayers and the County had a responsibility to oversee the expenditures. Mr. Merlino said that he attended each of the snowmobile clubs meetings. He asked if Mr. Caimano was suggesting that each of the towns involved have a Supervisor at the meetings. Mr. Caimano stated that since Warren County was their primary source of income they should have more input. He added that he had originally thought that the funds were for advertising and to promote tourism. He suggested that the Parks, Recreation & Railroad Committee discuss this issue further at a future meeting.

Discussion ensued.

Mr. Haskell asked Mr. Butler to add the issue to the pending items list for the next Committee meeting.

Continuing with the Budget review, Mr. Butler advised that the proposed Budget for Code A.7111 (Up Yonda Farm) reflected a 2008 request of \$215,936 as compared to the 2007 appropriations of \$208,216, an increase of \$7,720. He said that Code A.7111 220 (Office Equipment) reflected a need to purchase an LCD projector for the outreach programs, a touch panel screen for extended exhibits at the museum, as well as two flat screen computer monitors. He added that Up Yonda Farm was currently borrowing a projector from the Department of Public Works, as needed.

Mr. Butler apprised that Code A.7111 270 (Lawn & Landscaping) reflected a 2008 request for \$1,000 as compared to the 2007 appropriations of \$600, an increase of \$400. He said that Up Yonda was currently using a snowblower from 1970 which was unsafe. He added that he was unable to purchase an appropriate snowblower for under \$600. Mr. Geraghty noted that if the snowblower was unsafe it should be scrapped as opposed to being sold at auction. Mr. Butler stated that the snowblower that he was proposing cost \$938. Mr. Belden questioned if there were funds available in the 2007 Budget that could be transferred so the snowblower could be purchased this year and Mr. Butler replied affirmatively. It was the consensus of the Committee that the snowblower be purchased this year and the \$1,000 be removed from Code A.7111 270 (Lawn & Landscaping) in the 2008 proposed Budget.

Mr. Caimano stated that the proposed 2008 Budget for Up Yonda was increased by more than \$10,000 when compared to the 2006 Actual. He said that in 2006 the Committee had a meeting with the bank's trust department and had decided that the trust fund held for Up Yonda Farm would not support full reimbursement of the program. He added that the Committee had decided to let the fund grow and the County would support the program for a period of time. He opined that the Committee had to make a decision as to whether they would continue to support this program. Mr. Geraghty stated that the Committee had decided to support Up Yonda Farm for 5 years.

Hal Payne, Commissioner of Administrative and Fiscal Services, noted that Code A.7111 120 (Salaries-Overtime) reflected a 2007 request of \$25,000 as compared to the 2006 Actual of \$347.44, an increase of \$24,652.56. Mr. Butler explained that account was used for extra part-time help. Mr. VanNess questioned why the funds were not in Code A.7111 130 (Salaries-Part Time). Mr. Caimano questioned how much had actually been spent on overtime this year and Ms. Johnson responded that \$255 had been spent to date. Mr. Belden asked how much had

been paid for part-time help this year and Ms. Johnson responded that she did not have a budget code for part-time.

Discussion ensued.

Mr. Haskell stated that the issue should be discussed with the Personnel Office. Mr. Caimano apprised that the code was over budgeted. Ms. Johnson suggested that the \$25,000 be moved from Salaries-Overtime to Salaries-Part Time. Mr. Haskell asked Mr. Butler to check with the Personnel Office to get the codes straightened out.

Mr. Butler said that Code A.7111 410 (Supplies) was for program and office supplies. He added that he had requested an increase of \$1,000 due to the fact that they were at 76% expenditure for the 2007 Budget. He apprised that Code A.7111 413 (Repair & Maintenance - Building/Property) reflected a requested increase of \$300 to repair a roof and purchase a butterfly net. He said that Code A.7111 416 (Oil & Gas - Heating) had a requested increase to compensate for rising fuel costs. He stated that Code A.7111 445 (Foods) reflected a 2008 request of \$1,500 as compared with the 2007 appropriations of \$800, an increase of \$700. He explained that Up Yonda had received food donations in the past from food vendors which were no longer received. He added that he had to transfer funds for the tenth anniversary celebration last year. He further added that he felt \$1,500 would be an appropriate amount for 2008.

Mr. Caimano apprised that the Up Yonda Farm Budget for the 400 Codes reflected a 2008 request of \$40,460 as compared with a 2006 Actual of \$22,589.19, an increase of \$17,870.81. He referred to an August 16, 2007 report and stated that the Department had only used 52% of the 2007 Budget and he asked, if Mr. Butler was over budgeting. Mr. Lamy responded that payroll had only been posted up to July 22, 2007 on the August 16, 2007 report.

Discussion ensued.

Mr. Butler apprised the Code A.7111 424 (Postage) reflected a 2008 request of \$1,000 as compared to the 2007 appropriations of \$1,500, a decrease of \$500. He explained that the reason for the decrease was that email was being used more often which cut the cost of postage.

Moving on to the revenues of the Up Yonda Farm 2008 Budget, Mr. Butler stated that \$40,000 was anticipated from program participants and \$24,000 was anticipated from a grant, for a total of \$64,000. He explained that the grant was from the Glens Falls City School District 'No Child Left Behind' Grant and he

added, he was unsure if the grant would continue in the future.

Proceeding with the Railroad (A.7113) Budget, Mr. Butler advised that it reflected a 2008 request of \$46,000 as compared to the 2007 appropriations of \$40,302, an increase of \$5,698. He said that Code A.7113 470 (Contract) was for weed spraying which he added, should be done every year. Mr. Belden questioned if the spraying of weeds should be the responsibility of Upper Hudson River Railroad and Mr. Butler responded that the County held the necessary permits.

Mr. Lamy stated that if the County was planning on the Department of Public Works doing the grading, parking lots, etc. for the Railroad now would be the time to add \$50,000 to \$100,000 to Code A.7113 465 (Road/Bridge Materials) to cover the cost of materials. Mr. Haskell stated that there had been a meeting with representatives from Congresswoman Gillibrands' Office to discuss funding for the Railroad. He added that he was optimistic that funding would become available.

Discussion ensued.

Mr. Merlino apprised that if funding from the State was not provided the Committee would go back to the original plan of constructing one of the two Railroad Stations.

Mr. Lamy apprised that when Timothy Benway (employee #8493) had been promoted to the Recreation Facilities Manager position he had been moved from a bargaining unit position to a non-bargaining unit position. He added that Mr. Benway had lost 8 years of longevity credits in the process of the promotion. He said that Mr. Benway had taken a pay cut as part of the promotion with the understanding that he would retain the longevity credits. He stated that he was requesting to increase Mr. Benway's base salary from \$43,000 to \$45,800, an increase of \$2,800 to compensate for the lost longevity credits. It was the consensus of the Committee to approve the request to increase Mr. Benway's base salary as outlined above to compensate for the loss of longevity credits.

Mr. Lamy stated that he was also requesting to increase the base salary of Dean Moore, Naturalist (employee #8685) at Up Yonda Farm from \$31,327 to \$35,327, an increase of \$4,000. Mr. Butler apprised that Mr. Moore also served as Administrator and Program Instructor. He added that Mr. Moore had been with Up Yonda for 10 years and had a 4 year degree. He further added that Up Yonda Farm had 2 other Naturalists, one of which had been there 3 years and the other 5 years. He said that there was only a \$2,000 difference in salary between the other Naturalist salaries and Mr. Moore's, who had extended duties. Mr. Haskell stated that he felt Mr. Moore should have the title of Deputy Administrator, which

was not currently in existence. Mr. Caimano suggested that the issue should be discussed with the Civil Service Office. Mr. Geraghty stated that he felt Mr. Moore was worthy of an increase; however, he added that the increase should be given over a couple of years and not all at once. Mr. Haskell said that Mr. Butler should check with the Civil Service Office and report back to the Committee. It was the consensus of the Committee to forward this request to the Civil Service Office for consideration.

Mr. Lamy said that he was also requesting to increase the base salary of Matthew Sprow, Environmental Education Administrator (employee #6256) at Up Yonda Farm from \$39,495 to \$43,495, an increase of \$4,000. Mr. Belden said that he felt that this request should also be brought to the Civil Service Office. It was the consensus of the Committee to forward this request to the Civil Service Office for consideration.

Motion was made by Mr. Stec, seconded by Mr. Belden and carried unanimously to approve all changes made to the budgets, authorize the Committee Chairman to sign them and refer same to the Budget Officer.

As there was no further business to come before the Parks, Recreation & Railroad Committee, on motion made by Mr. Belden and seconded by Mr. Stec, Mr. Haskell adjourned the meeting at 2:23 p.m.

Respectfully submitted,

Charlene DiResta, Legislative Office Specialist