



~ Agenda ~

Town Board Budget Meeting of November 18, 2016 Southampton, New York

I. Pledge of Allegiance

II. Call to Order

11:00 AM Meeting called to order on November 18, 2016 at Town Hall - Town Board Room, 116 Hampton Road, Southampton, NY.

Attendee Name	Present	Absent	Late	Arrived
Supervisor Jay Schneiderman	
Councilwoman Julie Lofstad	
Councilwoman Christine Preston Scalera	
Councilman John Bouvier	
Councilman Stan Glinka	

III. Public Portion

IV. Town Board Resolutions

Town Board Resolution 2016-1072

Category: Agreements, Contracts, Leases
Sponsors: Supervisor Jay Schneiderman
Department: Central Purchasing and Contracts Compliance

Authorize the Supervisor to Execute Any and All Documents for Reallocation of Funds for Tupper Boat House

WHEREAS, pursuant to Town Board resolution 2015-140 adopted on February 3, 2015, the Town applied for funding for the funding for the Tupper Boat House for an archeological study, engineering design for a storm resilient foundation system compliant with New York State Building Code, preparation of construction documents associated with proposed work and future contracting to perform the raising of the structure; and

WHEREAS, the Town is in need of additional funding to complete this project and the New York State Historic Preservation Office has funding available that is remaining from Hurricane Sandy that will need to be reallocated; and

WHEREAS, the additional funding will assist the Town in bringing this project to completion in conformance with the Secretary of the Interior's Standards for these type of projects; and

WHEREAS, the Town intends to apply for up to \$375,000 for the completion of the Tupper Boat House; now therefore, be it

RESOLVED, that the Town Board of the Town of Southampton hereby authorizes the Supervisor to Execute Any and All Documents for Reallocation of Hurricane Sandy Funds for use for the Tupper Boat House; be it

FURTHER RESOLVED, that the Town of Southampton is hereby authorized and directed to accept funds from the New York State Historic Preservation Office in accordance with the provisions of Public Law 113-2 Hurricane Sandy Disaster Relief Assistance Grant Program for Historic Properties , in an amount not to exceed \$375,000, and upon approval of said request to enter into and execute a Master Contract Grant Agreement and Amendments with the New York State Office of Parks Recreation and Historic Preservation for such financial assistance to the Town of Southampton for Tupper Boat House and preservation covenant to the deed of the assisted property.

Financial Impact:

The monies received under this grant shall be deposited into a Revenue Account Capital Project Tupper Boat House – State Aid G/L #C1-99-C621-00-3910-0000.

Ū Vote Record - Town Board Resolution RES-2016-1072						
		Yes/Aye	No/Nay	Abstain	Absent	
.. Adopted	Jay Schneiderman	
.. Adopted as Amended	Julie Lofstad	
.. Defeated	Christine Preston Scalera	
.. Tabled	John Bouvier	
.. Withdrawn	Stan Glinka	
.. Failed To Move						

Town Board Resolution 2016-1073

Category: Budget & Finance
Sponsors: Supervisor Jay Schneiderman
Department: Comptroller

Amend 2017 Preliminary Budget for Personnel Changes

WHEREAS, on September 19, 2016, the Southampton Town Supervisor filed the 2017 Tentative Budget with the Office of the Town Clerk; and

WHEREAS, the Tentative Budget was presented to the Town Board at a special Town Board Meeting on September 22, 2016; and

WHEREAS, the Town Board converted the Tentative Budget to the Preliminary Budget for the fiscal year 2017 on October 6, 2016, for the purpose of scheduling a public hearing and considering amendments, changes and alterations to said document; and

WHEREAS, said hearings were held on October 25, 2016, and November 9, 2016, with said hearings closed on November 9, 2016; and

WHEREAS, pursuant to Town Law §109, the Town Board may make such changes, alterations, and revisions to the Preliminary Budget as it shall consider advisable and consistent with law; and

WHEREAS, since the filing of the 2017 Tentative Budget there have been several changes in full time personnel, as adopted by resolutions 2016-943, 2016-945, 2016-958, 2016-985, 2016-1029, 2016-1030, 2016-1064, and ID 25895, 25897, 25937; and

WHEREAS, there have been several changes in medical elections during the current open enrollment period and the Preliminary Budget needs to be amended to reflect the changes; and

WHEREAS, it is necessary to amend the 2017 Preliminary Budget to reflect these changes in personnel and medical elections, which have no financial impact; now therefore be it

RESOLVED, the Town Board of the Town of Southampton hereby amends the 2017 Preliminary Budget to reflect the above mentioned changes related to personnel and medical elections; and be it further

RESOLVED, that the Town Board of the Town of Southampton hereby directs the Town Comptroller to make any and all necessary adjustments and revisions to the 2017 Departmental Organizational Charts, Departmental Summary Charts, and Employee Compensation and Benefits Schedules, as necessitated and directed by this resolution; and be it further

RESOLVED, that the Town Comptroller is hereby directed to amend the financial impact, if any, to the 2017 Preliminary Budget and the 2018 Preliminary Forecast pursuant to the above changes.

Financial Impact:

Net financial impact will be none.

ü Vote Record - Town Board Resolution RES-2016-1073						
		Yes/Aye	No/Nay	Abstain	Absent	
.. Adopted	Jay Schneiderman	
.. Adopted as Amended	Julie Lofstad	
.. Defeated	Christine Preston Scalera	
.. Tabled	John Bouvier	
.. Withdrawn	Stan Glinka	
.. Failed To Move						

Town Board Resolution 2016-1074

Category: Budget & Finance
Sponsors: Supervisor Jay Schneiderman
Department: Comptroller

Amend 2017 Preliminary Capital Budget for Estimated Roll Forward Amounts

WHEREAS, on September 19, 2016, the Southampton Town Supervisor filed the 2017 Tentative Capital Budget with the Office of the Town Clerk; and

WHEREAS, the Tentative Capital Budget was presented to the Town Board at a special Town Board Meeting on September 22, 2016; and

WHEREAS, the Town Board converted the Tentative Capital Budget to the Preliminary Capital Budget for the fiscal year 2017 on October 6, 2016, for the purpose of scheduling a public hearing and considering amendments, changes and alterations to said document; and

WHEREAS, said hearings were held on October 25, 2016, and November 9, 2016, with said hearings closed on November 9, 2016; and

WHEREAS, pursuant to Town Law §109, the Town Board may make such changes, alterations, and revisions to the Preliminary Capital Budget as it shall consider advisable and consistent with law; and

WHEREAS, the Town Board seeks to amend the 2017 Preliminary Capital Budget as it relates to estimated capital project roll forward balances; and

WHEREAS, estimated roll forward balances were estimated as of September 14, 2016 and needed to be amended to reflect the current available roll forward amount; now therefore be it

RESOLVED, the Town Board the Town Board of the Town of Southampton hereby amends the 2017 Preliminary Capital Budget as it relates the estimated roll forward balances and updates the September 14, 2016 estimates; and be it further

RESOLVED, that the Town Comptroller is hereby directed to amend the financial impact, if any, to the 2017 Preliminary Budget and the 2018 Preliminary Forecast pursuant to the above changes.

Financial Impact:

None

ü Vote Record - Town Board Resolution RES-2016-1074						
		Yes/Aye	No/Nay	Abstain	Absent	
.. Adopted	Jay Schneiderman	
.. Adopted as Amended	Julie Lofstad	
.. Defeated	Christine Preston Scalera	
.. Tabled	John Bouvier	
.. Withdrawn	Stan Glinka	
.. Failed To Move						

Town Board Resolution 2016-1075

Category: Budget & Finance
Sponsors: Councilwoman Scalera, Councilman Glinka
Department: Town Council

Amend 2017 Preliminary Budget to Adjust Staffing and Spending

WHEREAS, on September 19, 2016, the Southampton Town Supervisor filed the 2017 Tentative Budget with the Office of the Town Clerk; and

WHEREAS, the Tentative Budget was presented to the Town Board at a special Town Board Meeting on September 22, 2016; and

WHEREAS, the Town Board converted the Tentative Budget to the Preliminary Budget for the fiscal year 2017 on October 6, 2016, for the purpose of scheduling a public hearing and considering amendments, changes and alterations to said document; and

WHEREAS, pursuant to Town Law §109, the Town Board may make such changes, alterations, and revisions to the Preliminary Budget as it shall consider advisable and consistent with law; and

WHEREAS, the Town Board seeks to amend the 2017 Preliminary Budget as it relates to staffing and related funding; now therefore be it

RESOLVED, the Town Board the Town Board of the Town of Southampton hereby makes the following amendments to the 2017 Preliminary Budget:

- Amend the organizational chart to eliminate the Department of Housing and Community Development and the newly created Community Development Administrator position with a cost of \$147,550, leaving all such duties as they have been, that is, split between the Town Attorney's Office and the Housing Authority;
- Eliminate the newly created Account Clerk Typist position within the Department of Housing and Community Development, with an attendant cost of \$38,912;
- Amend the organizational chart to eliminate the Department of Public Safety and the newly created Director of Code Enforcement position with a cost of \$147,550, leaving all such duties to divisions properly under the Town Attorney's Office;
- Eliminate the newly created Account Clerk Typist position within the Department of Public Safety, with an attendant cost of \$38,912;
- Eliminate the vacant but funded position of MIS Specialist within the Information and Technology division, with an attendant cost of \$85,676 which has been vacant for two and one half months;
- Eliminate for elected, appointed, administrative and administrative support employees, longevity payments totaling \$212,697;
- Create Police Officer position at a cost of \$87,386, effective March 15th 2017, all subject to the approval of the Suffolk County Department of Civil Service;
- Decrease Salary of Senior Assistant Town Attorney by \$1,873, from \$95,509 to \$93,636, to reflect the across the board 2% salary increase given to all;
- Decrease Salary of Assistant Town Attorney by \$1,873, from \$95,509 to \$93,636, to reflect the across the board 2% salary increase given to all;
- Increase Salary of Justice Court Department Director by \$10,169, from \$102,831 to \$113,000, to more closely reflect the salaries of other department heads;
- Increase Salary of Town Sole Assessor by \$8,983, from \$116,017 to \$125,000, to more closely reflect the salaries of other department heads;

- Increase Salary of Confidential Secretary within the Building and Zoning Division by \$5,000, from \$58,700 to \$63,700, this position also functions as the Secretary assigned to the Zoning Board of Appeals;

AND BE IT FURTHER RESOLVED, that the Town Management Services Administrator is hereby directed to take any and all steps necessary to effectuate said request to the Department of Civil Service; and be it further

RESOLVED, that the Town Board of the Town of Southampton hereby directs the Town Comptroller to make any and all necessary adjustments and revisions to the 2017 Departmental Organizational Charts, Departmental Summary Charts, and Employee Compensation and Benefits Schedules, as necessitated and directed by this resolution.

Financial Impact:

Net Financial Impact is a decrease of \$563,505. Adjustments to the corresponding GL, and other codes necessary, to be made by the Comptroller

ü Vote Record - Town Board Resolution RES-2016-1075						
		Yes/Aye	No/Nay	Abstain	Absent	
.. Adopted		
.. Adopted as Amended	Jay Schneiderman	
.. Defeated	Julie Lofstad	
.. Tabled	Christine Preston Scalera	
.. Withdrawn	John Bouvier	
.. Failed To Move	Stan Glinka	

Town Board Resolution 2016-1076

Category: Budget & Finance
Sponsors: Supervisor Jay Schneiderman
Department: Comptroller

Authorize Increases in the Maximum Amount to be Expended Annually in the Town of Southampton Special Districts

WHEREAS, the Town Board of the Town of Southampton held a public hearing on Tuesday, October 25, 2016 at the Hampton Bays Senior Center, 25 Ponquogue Avenue, Hampton Bays, New York, and Tuesday, November 9, 2016 at Southampton Town Hall, 116 Hampton Road, Southampton, New York, to consider whether it is in the public interest to authorize an increase in the maximum amount to be expended annually in those special districts requesting such an increase in their budget requests for 2017; and

WHEREAS, the Town Board closed said public hearing on November 9, 2016; now therefore be it

RESOLVED, that pursuant to Town Law Articles 12 and 12-A, the Town Board hereby finds that it is in the public interest to authorize an increase in the maximum amount to be expended annually in those special districts requesting such an increase; and be it further

RESOLVED, that pursuant to Town Law §209-h(2), special district budget requests for 2017 are hereby adopted and reflected in the following table, which includes a statement of the increase, if any, proposed in the maximum amount to be expended annually by such special districts:

SPECIAL DISTRICT	Tentative 2017 Tax Levy	Increase/(Decrease) in Maximum Amount to be Expended Annually
AMBULANCE DISTRICTS		
Flanders Northampton	\$599,205	\$11,749.00
Southampton	\$653,208	\$12,808.00
Westhampton	\$941,491	\$18,461.00
Hampton Bays	\$1,144,315	\$22,438.00
EROSION CONTROL DISTRICTS		
Bridgehampton	\$1,281,103	\$500.00
Sagaponack	\$1,269,667	(\$752.00)
Tiana	\$0	\$0.00
FIRE PROTECTION DISTRICTS		
Noyac Fire Protection	\$775,551	(\$687.00)
Bay Point Fire Protection	\$58,157	\$1,044.00
N/E Quogue Fire Protection	\$64,294	\$1,155.00
PARK DISTRICTS		
Water Mill Park District	\$195,300	\$3,500.00
Bridgehampton Park District	\$284,170	(\$6,575.00)
Hampton Bays Park District	\$67,860	\$0.00
PARKING DISTRICTS		
Bridgehampton Parking District	\$43,200	\$10,000.00
Hampton Bays Parking District	\$77,272	\$4,904.00
ROAD IMPROVEMENT DISTRICTS		
Hilltop Road	\$0	(\$5,316.00)
Oceanview Parkway	\$0	(\$9,845.00)
Butcher Lane	\$5,410	\$0.00
Sunset Ridge/Windmill/Seacrest	\$7,653	\$0.00
Lincoln Road	\$0	(\$4,929.00)
LIGHTING DISTRICTS		
Eastport	\$23,370	(\$141.00)
Westhampton	\$54,930	\$545.00
Quogue	\$18,464	\$345.00
East Quogue	\$75,639	\$535.00

Hampton Bays	\$190,444	(\$1,114.00)
Flanders	\$99,008	\$1,287.00
Riverside	\$47,597	\$531.00
Water Mill	\$11,885	\$130.00
Bridgehampton	\$42,243	\$315.00
WATER DISTRICTS		
Hampton Bays Water District	\$968,459	\$32,105.00
Flanders Water District	\$314,330	\$0.00
Riverside	\$0	\$0.00

Financial Impact:

Town Comptroller to increase or decrease amounts allocated to special districts as indicated in resolution.

ü Vote Record - Town Board Resolution RES-2016-1076						
		Yes/Aye	No/Nay	Abstain	Absent	
.. Adopted	Jay Schneiderman	
.. Adopted as Amended	Julie Lofstad	
.. Defeated	Christine Preston Scalera	
.. Tabled	John Bouvier	
.. Withdrawn	Stan Glinka	
.. Failed To Move						

Town Board Resolution 2016-1077

Category: Budget & Finance
Sponsors: Supervisor Jay Schneiderman
Department: Comptroller

Adopt the 2017 - 2021 Capital Program and 2017 Capital Budget

WHEREAS, on September 19, 2016, the Southampton Town Supervisor filed the 2017-2021 Tentative Capital Program and 2017 Tentative Capital Budget with the Office of the Town Clerk; and

WHEREAS, the Tentative Capital Program and Budget was presented to the Town Board at a special Town Board Meeting on September 22, 2016; and

WHEREAS, the Town Board converted the Tentative Capital Budget to the Preliminary Capital Budget for the fiscal year 2017 on October 6, 2016, for the purpose of scheduling a public hearing and considering amendments, changes and alterations to said document; and

WHEREAS, the Town Board conducted public hearings to hear any and all persons either for or against any item(s) contained in the Preliminary Capital Budget; and

WHEREAS, said hearings were held on October 25, 2016 and November 9, 2016, with said hearings closed on November 9, 2016; now therefore be it

RESOLVED, that the Town Board of the Town of Southampton hereby directs the Town Comptroller to make any and all necessary adjustments and revisions to said document as

necessitated by any duly adopted amendments to the 2017-2021 Preliminary Capital Program and Budget; and be it further

RESOLVED, that the Town Board hereby converts the 2017 Preliminary Capital Program Budget, as amended, to the 2017 Final Capital Program and Budget for the Town of Southampton, and hereby adopts it.

Financial Impact:

To be determined by the Comptroller subsequent to the adoption of Town Board resolutions amending the 2017 Preliminary Capital Budget.

Ú Vote Record - Town Board Resolution RES-2016-1077						
		Yes/Aye	No/Nay	Abstain	Absent	
.. Adopted	Jay Schneiderman	
.. Adopted as Amended	Julie Lofstad	
.. Defeated	Christine Preston Scalera	
.. Tabled	John Bouvier	
.. Withdrawn	Stan Glinka	
.. Failed To Move						

Town Board Resolution 2016-1078

Category: Budget & Finance
Sponsors: Supervisor Jay Schneiderman
Department: Town Attorney

Adopt 2017 Final Operating Budget

WHEREAS, on September 19, 2016, the Southampton Town Supervisor filed the 2017 Tentative Budget with the Office of the Town Clerk; and

WHEREAS, the Tentative Budget was presented to the Town Board at a special Town Board Meeting held on September 22, 2016; and

WHEREAS, the Town Board converted the Tentative Budget to the Preliminary Budget for the fiscal year 2017 on October 6, 2016, for the purpose of scheduling a public hearing and considering amendments, changes and alterations to said document; and

WHEREAS, the Town Board conducted public hearings to hear any and all persons either for or against any item(s) contained in the Preliminary Budget; and

WHEREAS, said hearings were held on October 25, 2016, and November 9, 2016, with said hearings closed on November 9, 2016; now therefore be it

RESOLVED, that the Town Board of the Town of Southampton hereby directs the Town Comptroller to make any and all necessary adjustments and revisions to said document as necessitated by any duly adopted amendments to the 2017 Preliminary Budget; and be it further

RESOLVED, that the Town Board hereby converts the 2017 Preliminary Budget, as amended, to the 2017 Final Operating Budget for the Town of Southampton, and hereby adopts it; and be it further

RESOLVED, that, in connection with the adoption of the 2017 Final Operating Budget and, specifically, as it relates to the establishment of longevity pay for elected, appointed, administrative, and administrative support employees, the Town Board hereby authorizes and directs the Town Management Services Administrator to make the following changes in the Town's Administrative Handbook, which reflects the Town's Administrative Policies:

Longevity:

Section 1. All Full-Time Elected, Appointed, Administrative and Administrative Support Employees shall receive a longevity payment equal to two (2) percent of base salary after six (6) years of service, three (3) percent after ten (10) years, four (4) percent after fifteen (15) years, and five (5) percent after twenty (20) years of service. The maximum longevity will not exceed four thousand dollars (\$4,000).

Section 2. For the purpose of this article, "Salary" shall mean base salary and "Service" shall mean total service as reported by the New York State Retirement System as of June 30 of the prior calendar year.

Section 3. Longevity payments shall be made annually during the month of November of each year. Employees retiring from the New York State Retirement System shall receive their full annual longevity payment upon separation. All other employees separating from service shall receive a pro-rata portion upon separation.

Section 4. Longevity payments are subject to annual funding as provided in the Town of Southampton Final Adopted Budget or as Amended.

Financial Impact:

To be determined by the Town Comptroller subsequent to the adoption of Town Board resolutions amending the 2017 Preliminary Budget.

ü Vote Record - Town Board Resolution RES-2016-1078						
		Yes/Aye	No/Nay	Abstain	Absent	
.. Adopted	Jay Schneiderman	
.. Adopted as Amended	Julie Lofstad	
.. Defeated	Christine Preston Scalera	
.. Tabled	John Bouvier	
.. Withdrawn	Stan Glinka	
.. Failed To Move						

V. Closing