

Town of Southeast
1360 Route 22
Brewster, New York 10509
Thursday, November 21, 2024
WORK SESSION/REGULAR MEETING 7:00 P.M.

Pledge of Allegiance
Notation of Exits
Turn Off/Put on Vibrate – All Electronic Devices
Roll Call

Regular Meeting:

1. Correspondence
2. Approval of Voucher List
3. Budget Transfers
4. Supervisor's Report
5. Setting of Meeting Dates and Public Hearings

All meetings will be held at 1360 Route 22, Brewster, New York
At 7:00 P.M. unless otherwise noted:

Thursday, December 5, 2024

Thursday, December 19, 2024

6. Resolution – Highway Department Purchase of Equipment – one(1) plow truck
and related equipment not to exceed \$220,000
7. Resolution - Hold Harmless Agreement – Brewster Central School District
8. New Business

Recognition of Public/Public Comment
Recognition of Town Board/Town Board Comment

**Town of Southeast
Accounting Department
1360 Route 22
Brewster, NY 10509**

Town Accountant
Ronald Hund

Tel. (845) 279-7338

Sr. Account Clerk
Christine Floer

Fax. 1-845-279-4399

rhund@southeast-ny.gov
cfloer@southeast-ny.gov

MEMO TO: Nick Durante

FROM: Ron Hund RH

DATE: November 14, 2024

RE: Budget Transfers

Attached are the budget transfers that must be put on the agenda for approval at the Town Board meeting on November 21, 2024.

CC. Town Board
Town Clerk

BUDGET TRANSFER and APPROPRIATION INCREASE REQUEST

To: Budget Officer
Town Board

Date: 11/21/2024

Prepared By: Town Accountant

From Account Code	Description	Amount	To Account Code	Description	Amount
A000-1110-100-000	Justice Personal Services	3,100.00	A000-1110-413-000	Justice Court Interpreter Court Interpreter	3,100.00
A000-1110-411-000	Justice Professional/Technical Services	1,043.00	A000-1110-409-000	Justice Books/Publications/Subscriptions Books	1,043.00
A000-1220-412-000	Supervisor Computer Services	234.00	A000-1220-480-000	Supervisor Telephone Telephones	234.00
A000-1330-301-000	Tax Collector Computer/Printer Hardware	367.00	A000-1330-421-000	Tax Collector Software Lease/Maintenance Software Maintenance	367.00
A000-1330-202-000	Tax Collector Computer Software	198.00	A000-1330-411-000	Tax Collector Professional/Technical Services Preparation of Tax Bills	198.00
A000-1355-100-000	Assessor Personal Services	2,198.00	A000-1355-411-000	Assessor Professional/Technical Services Preparation of Assessment Roll & Tax Bills	2,198.00
A000-1410-412-000	Town Clerk Computer Services	332.00	A000-1410-405-000	Town Clerk Conference/Seminar/Training Training	37.00
			A000-1410-421-000	Town Clerk Software Lease/Maintenance Software Maintenance	295.00
A000-1610-411-000	Special Districts Professional/Technical Services	18,310.00	A000-1610-100-000	Special Districts Personal Services Personnel Services	15,500.00
			A000-1610-210-000	Special Districts Other Equipment Motor Vehicle Equipment	2,810.00
A000-1610-412-000	Special Districts Computer Services	288.00	A000-1610-401-000	Special Districts Supplies/Material Supplies	104.00
			A000-1610-461-000	Special Districts Cell Phone Cell Phone	162.00
A000-1620-411-000	Facilities Maintenance Professional/Technical Services	4,644.00	A000-1620-101-000	Facilities Maintenance Overtime Overtime	600.00
			A000-1620-200-000	Facilities Maintenance Tools Tools	1,000.00
			A000-1620-210-000	Facilities Maintenance Other Equipment Rotary Tiller for Tractor	2,119.00
			A000-1620-461-200	Facilities Maintenance Alarm 67 Main Street Alarm	1,025.00
A000-1650-403-000	Central Communications Books/Publications/Subscriptions	798.00	A000-1650-202-000	Central Communications Computer Software Remote Access Software	798.00

BUDGET TRANSFER and APPROPRIATION INCREASE REQUEST

To: Budget Officer
Town Board

Prepared By: Town Accountant

Date: 11/21/2024

From Account Code	Description	Amount	To Account Code	Description	Amount
A000-1670-401-000	Print Mailing Supplies/Material	10.00	A000-1670-420-000	Print Mailing Postage Machine Lease/Maintenance Postage Machine	10.00
A000-5010-210-000	Superintendent of Highways Other Equipment	489.00	A000-6010-422-000	Superintendent of Highways Equipment Lease/Maintenance	184.00
A000-7020-101-000	Recreation Administration Overtime	3,800.00	A000-5010-460-000	Superintendent of Highways Telephones	286.00
A000-7140-417-000	Merkel Park Building Maintenance/Repair	53.00	A000-7020-401-000	Recreation Administration Supplies/Material	2,000.00
A000-7141-401-000	Scotchino Park Supplies/Material	2,600.00	A000-7020-411-000	Recreation Administration Professional/Technical Services	900.00
A000-7141-417-000	Scotchino Park Building Maintenance/Repair	704.00	A000-7020-428-000	Recreation Administration Credit Card Fees	1,000.00
A000-7142-470-000	Volunteer Park Electricity	500.00	A000-7140-425-000	Merkel Park Sewer Water/Charges	53.00
A000-7180-206-000	Tonetta Lake Office Equipment	27.00	A000-7141-470-000	Scotchino Park Electricity	2,600.00
GENERAL TOWN WIDE - B B000-3410-424-000	Fire Protection Vehicle Maintenance/Repair	1,965.00	A000-7141-411-000	Scotchino Park Professional/Technical Services	704.00
B000-3620-412-000	Safety Inspection Computer Services	339.00	A000-7142-401-000	Volunteer Park Supplies/Material	500.00
B000-3995-401-000	Code Enforcement Supplies/Material	152.00	A000-7180-401-000	Tonetta Lake Supplies/Material	27.00
B000-8020-401-000	Planning Board Computer/Printer Hardware	1,510.00	B000-3410-160-000	Fire Protection Personal Services	1,965.00
			B000-3620-460-000	Safety Inspection Telephones	339.00
			B000-3995-424-000	Code Enforcement Vehicle Maintenance Repair	152.00
			B000-8020-430-000	Planning Board Inspections	10.00
			B000-8020-431-000	Project Inspections	1,500.00
				Planning Board MSA Services	
				MSA Services	

BUDGET TRANSFER and APPROPRIATION INCREASE REQUEST

To: Budget Officer
Town Board

Prepared By: _____
Town Accountant

Date: 11/21/2024

From Account Code	Description	Amount	To Account Code	Description	Amount
HIGHWAY TOWNWIDE - DA DA00-5130-401-000	Machinery Supplies/Material	1,550.00	DA00-5130-208-400	Machinery Tools	881.00
HIGHWAY OUTSIDE VILLAGE - DB DB00-5110-411-000	General Repairs Professional/Technical Services	784.00	DA00-5130-411-000	Machinery Professional/Technical Services Repairs	578.00
BLACKBERRY PARK SP SP00-7180-401-000	Blackberry Pool Supplies/Material	148.00	DB00-5110-101-000	General Repairs Overtime Overtime	784.00
BREWSTER HEIGHTS SEWER SS2 SS02-8130-210-000	Sewage Treatment & Disposal Other Equipment	928.00	SP00-7180-428-000	Paris Credit Card Fees Credit Card Fees	75.00
PEACH LAKE SEWER SS3 SS03-9110-210-000	Sewer Administration Other Equipment	300.00	SP00-7180-100-000	Blackberry Pool Personal Services Personal Services	68.00
SOUTHEAST TRAIN PARKING ST ST00-5850-401-000	Off-Street Parking Supplies/Material	695.00	SP00-8030-300-000	Social Security Social Security	4.00
BREWSTER HEIGHTS WATER SW1 SW01-8310-210-000	Water Administration Other Equipment	755.00	SP00-8035-500-000	Medicare Medicare	1.00
SW01-8310-411-000	Water Administration Professional/Technical Services	27,441.00	SS02-8130-401-000	Sewage Treatment & Disposal Supplies/Material Supplies	928.00
			SS03-9110-428-000	Sewer Administration Credit Card Fees Credit Card Fees	300.00
			ST00-5850-411-000	Off-Street Parking Professional/Technical Services Repairs	601.00
			ST00-5850-460-000	Off-Street Parking Telephone Telephone	95.00
			SW01-8310-401-000	Water Administration Supplies/Material Supplies	355.00
			SW01-8310-428-000	Water Administration Credit Card Fees Credit Card Fees	400.00
			SW01-8320-210-000	Source of Supply, Power, Pumping Other Equipment Equipment	1,805.00
			SW01-8320-401-000	Source of Supply, Power, Pumping Supplies/Material Supplies	2,427.00
			SW01-8340-411-000	Transmission & Distribution Professional/Technical Services Repairs	23,111.00

BUDGET TRANSFER and APPROPRIATION INCREASE REQUEST

To: Budget Officer
Town Board

Date: 11/21/2024

Prepared By: _____
Town Accountant

From Account Code	Description	Amount	To Account Code	Description	Amount
STARR RIDGE WATER SW2 SW02-8340-411-000	Transmission & Distribution Professional/Technical Services	9,808.00	SW02-8310-411-000	Water Administration Professional/Technical Services	344.00
			SW02-8310-428-000	Repairs	
				Water Administration Credit Card Fees	400.00
			SW02-8320-210-000	Credit Card Fees	
				Source of Supply, Power, Pumping Other Equipment	2,657.00
			SW02-8320-411-000	Equipment	
				Source of Supply, Power, Pumping Professional/Technical Services	6,205.00
				Repairs	
PEACEABLE HILL WATER - SW6 SW06-8320-210-000	Source of Supply, Power, Pumping Other Equipment	2,275.00	SW06-8310-411-000	Water Administration Professional/Technical Services	1,035.00
				Repairs	
			SW06-8310-428-000	Water Administration Credit Card Fees	200.00
				Credit Card Fees	
			SW02-8320-411-000	Source of Supply, Power, Pumping Professional/Technical Services	1,040.00
				Repairs	
BLACKBERRY WATER - SW6 SW06-8320-422-000	Source of Supply, Power, Pumping Other Equipment	91.00	SW06-8320-401-000	Source of Supply, Power, Pumping Supplies/Material	91.00
				Supplies	
SW06-8320-411-000	Source of Supply, Power, Pumping Professional/Technical Services	1,545.00	SW06-8320-210-000	Source of Supply, Power, Pumping Other Equipment	400.00
				Equipment	
			SW06-8310-428-000	Water Administration Credit Card Fees	400.00
				Credit Card Fees	
			SW06-8340-411-000	Transmission & Distribution Professional/Technical Services	746.00
				Repairs	
SW06-8340-210-000	Transmission & Distribution Other Equipment	500.00	SW06-8340-411-000	Transmission & Distribution Professional/Technical Services	500.00
				Repairs	
HILLCREST WATER - SW7 SW07-8310-417-000	Water Administration Building Maintenance/Repair	300.00	SW06-8310-428-000	Water Administration Credit Card Fees	300.00
				Credit Card Fees	
SPRINGHOUSE WATER - SW8 SW08-8320-422-000	Source of Supply, Power, Pumping Other Equipment	720.00	SW08-8310-428-000	Water Administration Credit Card Fees	300.00
				Credit Card Fees	
			SW08-8320-210-000	Source of Supply, Power, Pumping Other Equipment	420.00
				Equipment	

BUDGET TRANSFER and APPROPRIATION INCREASE REQUEST

To: Budget Officer
Town Board

Date: 11/21/2024

Prepared By: _____
Town Accountant

From Account Code	Description	Amount	To Account Code	Description	Amount
INCREASE APPROPRIATIONS BY USING UNAPPROPRIATED, UNRESERVED FUND BALANCE OR UNANTICIPATED REVENUES (Increase Appropriation and Revenue Budget)					
GENERAL FUND - A A000-2025-009-000	Special Rec. Baseball Camp	2,410.00	A000-7310-400-009	Youth Programs Baseball Camp Program Expenses	2,410.00
A000-2025-014-000	Special Rec. Basketball Clinic	6,790.00	A000-7310-400-014	Youth Programs Basketball Clinic Program Expenses	6,790.00
A000-2025-019-000	Special Rec. Cheerleading League	459.00	A000-7310-400-019	Youth Programs Cheerleading League Program Expenses	459.00
A000-2026-074-000	Special Rec. Hip Hop	290.00	A000-7310-400-074	Youth Programs Hip Hop Program Expenses	290.00
A000-2027-048-000	Rec Fee Before & After Care	20,800.00	A000-6119-100-000	Child Care Personal Services	20,800.00
			A000-6119-400-000	Child Care Contractual Expenses Supplies	100.00
A000-2401-000-000	Interest and Earnings	23,063.00	A000-1440-411-000	Engineer Professional/Technical Services Engineering Services	5,900.00
			A000-1440-431-000	Engineer MSA Services	13,000.00
			A000-7142-401-000	MSA Services Volunteer Park Supplies/Material Supplies	775.00
			A000-7151-401-000	Lakeview Manor Supplies/Material Supplies	187.00
			A000-7151-411-000	Lakeview Manor Professional/Technical Services Repairs	875.00
			A000-7151-451-000	Lakeview Manor Fire/Security Alarm Alarm	471.00
			A000-7151-470-000	Lakeview Manor Electricity Electricity	554.00
			A000-7180-411-000	Tonetta Lake Professional/Technical Services Repairs	876.00
			A000-7270-411-000	Electronics Field Professional/Technical Services Mowing	976.00
			A000-8610-400-000	Cemeteries Contractual Mowing	350.00
A000-4089-000-000	Federal Aid, Other	50,510.00	A000-9901-900-000	Transfer To Other Funds Transfer To Highway Fund DB ARPA Funds	50,510.00

BUDGET TRANSFER and APPROPRIATION INCREASE REQUEST

To: Budget Officer
Town Board

Prepared By: _____
Town Accountant

Date: 11/21/2024

From Account Code	Description	Amount	To Account Code	Description	Amount
GENERAL TOWN WIDE - B B000-1800-000-000	Safety Inspection Fees	11,000.00	B000-3995-100-000	Code Enforcement Personnel Services Personal Services	11,000.00
B000-3097-000-000	State Aid, Capital Projects	68,000.00	B000-9000-433-000	Environmental Control Tonetta Lake Tonetta Lake Remediation ARPA Funds	68,000.00
HIGHWAY OUTSIDE VILLAGE - DB DB00-6031-000-000	Interfund Transfers	28,652.00	DB00-5112-401-000	Improvements Supplies/Material Federal ARPA Fund	28,652.00
BLACKBERRY PARK SP SP00-2001-000-000	Park & Recreational Charges	625.00	SP00-7140-411-000	Playground Professional Technical Services Repairs	625.00
BLACKBERRY SEWER SS1 SS01-3901-000-000	State Aid, O. & M Sewer Plant	21,764.00	SS01-8130-210-000	Sewage Treatment & Disposal Other Equipment Equipment Repair	5,400.00
			SS01-8130-401-000	Sewage Treatment & Disposal Supplies/Material Supplies	3,525.00
			SS01-8130-411-000	Sewage Treatment & Disposal Professional/Technical Services Repairs	12,839.00
PEACH LAKE SEWER SS3 SS03-2120-000-000	Sewer Remits	1,859.00	SS03-8110-401-000	Sewer Administration Supplies/Material Supplies	906.00
			SS03-8130-401-000	Sewage Treatment & Disposal Supplies/Material Supplies	948.00
BREWSTER HEIGHTS WATER SW1 SW03-2140-000-000	Metered Water Sales	64,000.00	SW03-5320-411-000	Source of Supply, Power, Pumping, Professional/Technical Services Repairs	64,000.00

2024 Sub-Contingency Report

Beginning Balance 1/1/24 **\$ 25,000.00**

Subtotal Sub-Contingency **\$ 25,000.00**

Deductions:

R	Supervisor Secretary, Deputy Supervisor	(6,022.00)
R	Supervisor Overtime	(2,226.00)
R	Facilities Maintenance Crew Chief Position	(16,000.00)

(24,248.00)

Total **\$ 752.00**

Proposed Deductions:

0.00

Pending Balance 12/31/24 **\$ 752.00**

Note:

R = resolution

A = proposed budgetary amendment

2024 Contingency Report

Beginning Balance 1/1/24 **\$ 50,000.00**

Subtotal Contingency **\$ 50,000.00**

Deductions:

R	Assessor Aerial Imagery Services	(3,000.00)
R	Central Communications Software - MS 365	(7,300.00)
R	Central Storeroom Supplies Material - Copier Paper	(520.00)
R	Recreation Administration Building Maintenance/Repairs	(5,366.00)
R	Recreation Administration Machinery - Toro Infield Groomer	(14,150.00)
R	General Liability & Auto Insurance Policy Renewal	(8,535.00)
R	Grant Access Program	(5,000.00)
R	Unallocated Insurance - New Vehicles	(2,000.00)

(45,871.00)

Total **\$ 4,129.00**

Proposed Deductions:

0.00

Pending Balance 12/31/24 **\$ 4,129.00**

Note:

R = resolution

A = proposed budgetary amendment

Supervisors Report

Revenues 2024	B		C		D		E		F		G		H	
	ADJUSTED BUDGET	YTD 10/31/2024	YTD BUDGET BALANCE	ADJUSTED BUDGET/10*12	COLUMN C MINUS COLUMN E	10/12*100	PERCENT USED	YTD 10/31/2024	YTD 10/31/2023	DIFFERENCE	YTD 10/31/2024	YTD 10/31/2023	DIFFERENCE	
Cable Fees	\$ 300,000	\$ 217,858	\$ (82,142)	\$ 250,000	\$ (32,142)	83.33%	72.62%	\$ 217,858	\$ 234,170	\$ (16,311)	\$ 217,858	\$ 234,170	\$ (16,311)	
Court Fines & Forfeitures	\$ 500,000	\$ 426,505	\$ (73,495)	\$ 416,667	\$ 9,838	83.33%	85.30%	\$ 426,505	\$ 320,035	\$ 106,469	\$ 426,505	\$ 320,035	\$ 106,469	
Departmental Revenue	\$ 613,575	\$ 945,355	\$ 331,780	\$ 511,313	\$ 434,043	83.33%	154.07%	\$ 945,355	\$ 765,687	\$ 179,668	\$ 945,355	\$ 765,687	\$ 179,668	
Alarm Fees	\$ 18,000	\$ 22,725	\$ 4,725	\$ 15,000	\$ 7,725	83.33%	126.25%	\$ 22,725	\$ 17,950	\$ 4,775	\$ 22,725	\$ 17,950	\$ 4,775	
Assessor Fees	2,000	2,344	344	1,667	677	83.33%	117.20%	2,344	2,363	(19)	2,344	2,363	(19)	
Clerk Fees	20,000	32,533	12,533	16,667	15,866	83.33%	162.67%	32,533	18,367	14,166	32,533	18,367	14,166	
Interest	434,392	667,895	233,503	361,993	305,902	83.33%	153.75%	667,895	574,225	93,671	667,895	574,225	93,671	
Intergovernmental Charges		15,125	15,125		15,125	83.33%	0.00%	15,125	17,765	(2,640)	15,125	17,765	(2,640)	
Licenses and Permits	3,015	5,290	2,275	2,513	2,777	83.33%	175.45%	5,290	4,060	1,230	5,290	4,060	1,230	
Miscellaneous	110,168	190,751	80,583	91,807	98,944	83.33%	173.15%	190,751	124,543	66,208	190,751	124,543	66,208	
Parking Fees	6,000	3,381	(2,619)	5,000	(1,619)	83.33%	56.35%	3,381	3,712	(331)	3,381	3,712	(331)	
Sale of Scrap		5,069	5,069		5,069	83.33%	0.00%	5,069	2,703	2,367	5,069	2,703	2,367	
Tax Collector Fees	20,000	243	(19,757)	16,667	(16,424)	83.33%	1.21%	243		243	243		243	
	\$ 613,575	\$ 945,355	\$ 331,780	\$ 511,313	\$ 434,043	83.33%	154.07%	\$ 945,355	\$ 765,687	\$ 179,668	\$ 945,355	\$ 765,687	\$ 179,668	
Interfund Revenues	\$ 1,161,451	\$ 729,032	\$ (432,419)	\$ 967,876	\$ (238,848)	83.33%	62.77%	\$ 729,032	\$ 30,576	\$ 718,456	\$ 729,032	\$ 30,576	\$ 718,456	
Mortgage Tax	\$ 350,000	\$ 324,991	\$ (25,009)	\$ 291,667	\$ 33,324	83.33%	92.85%	\$ 324,991	\$ 210,439	\$ 114,552	\$ 324,991	\$ 210,439	\$ 114,552	
Planning Board Fees	\$ 218,000	\$ 198,410	\$ (19,590)	\$ 181,667	\$ 16,744	83.33%	91.01%	\$ 198,410	\$ 304,649	\$ (106,238)	\$ 198,410	\$ 304,649	\$ (106,238)	
Real Property Taxes	\$ 7,150,005	\$ 7,105,959	\$ (44,046)	\$ 5,958,338	\$ 1,187,622	83.33%	99.94%	\$ 7,105,959	\$ 7,006,482	\$ 99,477	\$ 7,105,959	\$ 7,006,482	\$ 99,477	
Recreation Fees	\$ 365,165	\$ 376,298	\$ 11,133	\$ 304,304	\$ 71,994	83.33%	103.05%	\$ 376,298	\$ 317,693	\$ 58,605	\$ 376,298	\$ 317,693	\$ 58,605	
Safety Inspection Fees	\$ 418,153	\$ 530,755	\$ 112,602	\$ 348,461	\$ 182,294	83.33%	126.93%	\$ 530,755	\$ 451,491	\$ 79,264	\$ 530,755	\$ 451,491	\$ 79,264	
Building Inspection Fees	\$ 375,000	\$ 465,975	\$ 90,975	\$ 312,500	\$ 153,475	83.33%	124.26%	\$ 465,975	\$ 413,290	\$ 52,685	\$ 465,975	\$ 413,290	\$ 52,685	
Wetland Fees	12,000	4,780	(7,220)	10,000	(5,220)	83.33%	39.83%	4,780	18,476	(13,696)	4,780	18,476	(13,696)	
Zoning Fees	31,153	60,000	28,847	25,951	34,039	83.33%	192.60%	60,000	19,725	40,275	60,000	19,725	40,275	
	\$ 418,153	\$ 530,755	\$ 112,602	\$ 348,461	\$ 182,294	83.33%	126.93%	\$ 530,755	\$ 451,491	\$ 79,264	\$ 530,755	\$ 451,491	\$ 79,264	
State Aid	\$ 1,306,654	\$ 855,981	\$ (450,673)	\$ 1,088,878	\$ (232,898)	83.33%	65.51%	\$ 855,981	\$ 87,865	\$ 768,116	\$ 855,981	\$ 87,865	\$ 768,116	
Tax Penalties	\$ 25,000	\$ 29,606	\$ 4,606	\$ 20,833	\$ 8,772	83.33%	118.42%	\$ 29,606	\$ 30,122	\$ (517)	\$ 29,606	\$ 30,122	\$ (517)	
Total	\$ 12,408,003	\$ 11,780,750	\$ (627,253)	\$ 10,340,003	\$ 1,440,747	83.33%	94.94%	\$ 11,780,750	\$ 9,739,208	\$ 2,041,541	\$ 11,780,750	\$ 9,739,208	\$ 2,041,541	

Revenues 2024	B	C	D	E	F	G	H	YTD		DIFFERENCE			
								ADJUSTED BUDGET	10/31/2024		YTD BALANCE	ADJUSTED BUDGET/10*12	COLUMN C MINUS COLUMN E
Further Breakdown of Revenues 2023													
Intergovernmental Charges													
Code Enforcement Reimbursement - Village of Brewster													
Fuel Reimbursement - Village of Brewster		15,125											
Sand & Salt Reimbursement - Vails Grove													
Snow Plowing Reimbursement - Brewster Schools													
		15,125											
Interfund Revenues													
From MTA Parking Fund													
ARPA Funds from General Fund A To Highway Fund DB		\$ 718,451											
Fuel Reimbursement From Other Funds		10,581											
Special District Administration													
		\$ 729,032											

Expenditures 2024	B		C		D		E		F		G		H	
	ADJUSTED BUDGET	YTD 10/31/2024	YTD BUDGET BALANCE	ADJUSTED BUDGET/10*12	COLUMN E MINUS COLUMN C	10/12*100	PERCENT USED	ADJUSTED BUDGET/10*12	COLUMN E MINUS COLUMN C	10/12*100	PERCENT USED	YTD 10/31/2024	YTD 10/31/2023	DIFFERENCE
Cultural	\$ 71,560	\$ 65,276	\$ 6,284	\$ 59,633	\$ (5,643)	83.33%	91.22%	\$ 59,633	\$ (5,643)	83.33%	91.22%	\$ 42,153	\$ 23,123	\$ 23,123
Adult Recreation	\$ 26,000	\$ 22,004	\$ 3,996	\$ 21,667	\$ (337)	83.33%	84.63%	\$ 21,667	\$ (337)	83.33%	84.63%	\$ 22,175	\$ (171)	\$ (171)
Celebrations	1,060	1,060		883	(177)	83.33%	100.00%	883	(177)	83.33%	100.00%	1,060	1,560	(500)
Historical Commission	500		500	417	417	83.33%	0.00%	417	417	83.33%	0.00%			
Museum	40,000	40,000		33,333	(6,667)	83.33%	100.00%	33,333	(6,667)	83.33%	100.00%	40,000	16,667	23,333
Veterans	4,000	2,213	1,787	3,333	1,121	83.33%	55.32%	3,333	1,121	83.33%	55.32%	2,213	1,752	461
	\$ 71,560	\$ 65,276	\$ 6,284	\$ 59,633	\$ (5,643)	83.33%	91.22%	\$ 59,633	\$ (5,643)	83.33%	91.22%	\$ 42,153	\$ 23,123	\$ 23,123
Employee Benefits	\$ 2,716,146	\$ 1,771,156	\$ 1,003,914	\$ 2,263,455	\$ 492,298	83.33%	62.51%	\$ 2,263,455	\$ 492,298	83.33%	62.51%	\$ 1,771,156	\$ 1,722,083	\$ 49,072
Active Employees	\$ 2,405,146	\$ 1,503,414	\$ 960,656	\$ 2,004,288	\$ 500,874	83.33%	62.51%	\$ 2,004,288	\$ 500,874	83.33%	62.51%	\$ 1,503,414	\$ 1,459,106	\$ 44,309
State Retirement	571,000	112,674	458,326	475,833	363,159	83.33%	19.73%	475,833	363,159	83.33%	19.73%	\$ 99,201	\$ 13,473	\$ 13,473
Social Security	270,000	190,341	79,659	225,000	34,659	83.33%	70.50%	225,000	34,659	83.33%	70.50%	190,341	178,984	11,357
Medicare	65,000	44,516	20,484	54,167	9,651	83.33%	68.49%	54,167	9,651	83.33%	68.49%	44,516	41,859	2,656
Worker's Compensation	198,289	188,343	9,946	165,241	(23,102)	83.33%	94.98%	165,241	(23,102)	83.33%	94.98%	188,343	168,331	20,012
Unemployment Insurance	1,750	948	802	1,458	511	83.33%	0.00%	1,458	511	83.33%	0.00%	948	930	18
Disability Insurance	1,201,000	888,968	312,032	1,000,833	111,865	83.33%	74.02%	1,000,833	111,865	83.33%	74.02%	888,968	892,868	(3,900)
Hospital & Medical Insurance	75,000	58,924	75,000	62,500	3,576	83.33%	78.57%	62,500	3,576	83.33%	78.57%	58,924	58,232	692
Dental & Optical Insurance	23,107	18,700	4,407	19,256	556	83.33%	80.93%	19,256	556	83.33%	80.93%	18,700	18,700	
Union Welfare														
	\$ 2,405,146	\$ 1,503,414	\$ 960,656	\$ 2,004,288	\$ 500,874	83.33%	62.51%	\$ 2,004,288	\$ 500,874	83.33%	62.51%	\$ 1,503,414	\$ 1,459,106	\$ 44,309
Retired Employees	\$ 311,000	\$ 267,742	\$ 43,258	\$ 259,167	\$ (8,575)	83.33%	86.09%	\$ 259,167	\$ (8,575)	83.33%	86.09%	\$ 267,742	\$ 262,978	\$ 4,764
Hospital & Medical, Dental & Optical Insurance	\$ 311,000	\$ 267,742	\$ 43,258	\$ 259,167	\$ (8,575)	83.33%	86.09%	\$ 259,167	\$ (8,575)	83.33%	86.09%	\$ 267,742	\$ 262,978	\$ 4,764
General Gov't Supp't	\$ 2,724,897	\$ 2,031,005	\$ 693,892	\$ 2,270,748	\$ 239,742	83.33%	74.54%	\$ 2,270,748	\$ 239,742	83.33%	74.54%	\$ 2,031,005	\$ 2,027,987	\$ 3,019
Accounting	\$ 245,950	\$ 175,256	\$ 70,695	\$ 204,958	\$ 29,703	83.33%	71.26%	\$ 204,958	\$ 29,703	83.33%	71.26%	\$ 175,256	\$ 171,027	\$ 4,229
Assessor	201,090	151,720	49,370	167,575	15,855	83.33%	75.45%	167,575	15,855	83.33%	75.45%	151,720	150,040	1,680
Attorney	321,105	228,185	92,921	267,588	39,403	83.33%	71.06%	267,588	39,403	83.33%	71.06%	228,185	248,261	(20,077)
Budget Officer	21,640	17,465	4,175	18,033	568	83.33%	80.71%	18,033	568	83.33%	80.71%	17,465	16,998	466
Central Communications	80,010	67,016	12,994	66,675	(341)	83.33%	83.76%	66,675	(341)	83.33%	83.76%	67,016	62,025	4,990
Central Print/Mail	22,300	15,438	6,862	18,583	3,145	83.33%	69.23%	18,583	3,145	83.33%	69.23%	15,438	18,938	(3,500)
Central Storeroom	7,520	5,708	1,812	6,267	558	83.33%	75.91%	6,267	558	83.33%	75.91%	5,708	4,196	1,512
Contingency	4,129		4,129	3,441	3,441	83.33%	0.00%	3,441	3,441	83.33%	0.00%			
Sub-Contingency	752		752	627	627	83.33%	0.00%	627	627	83.33%	0.00%			
Engineer	96,800	96,535	265	80,667	(15,868)	83.33%	99.73%	80,667	(15,868)	83.33%	99.73%	96,535	79,080	17,455
Facilities Maintenance	280,008	197,296	82,712	233,340	36,044	83.33%	70.46%	233,340	36,044	83.33%	70.46%	197,296	183,074	14,222
Fiscal Agent	3,000	1,750	1,250	2,500	750	83.33%	58.33%	2,500	750	83.33%	58.33%	1,750		1,750

Expenditures 2024	B	C	D	E	F	G	H	YTD	YTD	DIFFERENCE
	ADJUSTED BUDGET	YTD 10/31/2024	YTD BUDGET BALANCE	ADJUSTED BUDGET/10*12	COLUMN E MINUS COLUMN C	10/12*100	PERCENT USED			
Justice	470,050	286,843	183,207	391,708	104,865	83.33%	61.02%	286,843	352,457	(65,614)
Municipal Association Dues	1,650	1,650		1,375	(275)	83.33%	100.00%	1,650	1,662	(12)
Payment of MTA Payroll Tax	14,600	10,435	4,165	12,167	1,731	83.33%	71.47%	10,435	9,815	620
Purchasing	15,000	12,019	2,981	12,500	481	83.33%	80.13%	12,019	8,077	3,942
Records Management	6,720	5,422	1,298	5,600	178	83.33%	80.68%	5,422	5,277	145
Special Districts	133,025	78,720	54,305	110,854	32,134	83.33%	59.18%	78,720	113,645	(34,925)
Supervisor	169,213	136,793	32,420	141,011	4,217	83.33%	80.84%	136,793	118,353	18,440
Tax Receiver	121,075	96,489	24,586	102,896	4,407	83.33%	79.69%	96,489	90,430	6,058
Tax Refunds	10,000	6,772	3,228	8,333	1,561	83.33%	67.72%	6,772	6,245	528
Town Board	97,075	78,295	18,780	80,896	2,600	83.33%	80.65%	78,295	75,291	3,004
Town Clerk	201,650	160,754	40,896	168,042	7,288	83.33%	79.72%	160,754	131,427	29,327
Unallocated Insurance	200,535	200,444	91	167,113	(33,332)	83.33%	99.95%	200,444	181,667	18,777
Highway	\$ 2,724,897	\$ 2,031,005	\$ 693,892	\$ 2,270,748	\$ 239,742	83.33%	74.54%	\$ 2,031,005	\$ 2,027,987	\$ 3,019
Highway	\$ 5,235,924	\$ 4,457,732	\$ 778,192	\$ 4,363,270	\$ (94,462)	83.33%	85.14%	\$ 4,457,732	\$ 3,048,940	\$ 1,408,792
General Repairs	1,345,000	1,175,000	170,000	1,120,833	(54,166)	83.33%	87.36%	1,175,000	994,832	180,167
Improvements	1,342,538	1,391,050	(48,512)	1,118,782	(272,268)	83.33%	103.61%	1,391,050	672,149	718,901
Machinery	1,459,836	1,370,627	89,009	1,216,363	(154,264)	83.33%	83.90%	1,370,627	692,316	678,311
Misc. Brush & Weeds	243,000	136,867	106,133	202,500	65,633	83.33%	56.32%	136,867	170,045	(33,178)
Snow Removal	540,000	173,657	366,343	450,000	276,343	83.33%	32.16%	173,657	252,045	(78,388)
Street Lighting	10,000	6,247	3,753	8,333	2,087	83.33%	62.47%	6,247	4,119	2,128
Supt. Of Highways	295,750	204,284	91,466	246,458	42,174	83.33%	69.07%	204,284	263,434	(59,150)
Home & Community	\$ 5,235,924	\$ 4,457,732	\$ 778,192	\$ 4,363,270	\$ (94,462)	83.33%	85.14%	\$ 4,457,732	\$ 3,048,940	\$ 1,408,792
Home & Community	\$ 511,695	\$ 502,347	\$ 9,348	\$ 426,413	\$ (75,935)	83.33%	98.17%	\$ 502,347	\$ 298,072	\$ 204,275
Cemeteries	13,376	11,975	1,401	11,147	(828)	83.33%	89.52%	11,975	9,740	2,235
Code Enforcement	67,500	53,025	9,475	52,083	(942)	83.33%	84.84%	53,025	45,747	7,278
Community Beautification	940	300	640	783	483	83.33%	31.91%	300	300	
Environmental Control	133,785	191,352	(57,567)	111,488	(79,865)	83.33%	143.03%	191,352	4,233	187,120
Planning Board	230,587	189,877	40,710	192,156	2,279	83.33%	82.34%	189,877	206,027	(16,150)
Refuse and Garbage	20,000	16,407	3,593	16,667	259	83.33%	82.04%	16,407	13,744	2,663
Registrar Vital Statistics	10,865	8,286	2,579	9,054	768	83.33%	76.26%	8,286	8,064	222
Town Planner	18,688	18,678	11	15,573	(3,104)	83.33%	99.94%	18,678	18,678	
Zoning Board	15,295	10,395	4,900	12,746	2,351	83.33%	67.96%	10,395	10,517	(122)
Drainage/MIS4	5,659	2,053	3,606	4,716	2,663	83.33%	36.28%	2,053	2,053	
Home & Community	\$ 511,695	\$ 502,347	\$ 9,348	\$ 426,413	\$ (75,935)	83.33%	98.17%	\$ 502,347	\$ 298,072	\$ 204,275

Expenditures 2024	B	C	D	E	F	G	H	YTD		DIFFERENCE	
								ADJUSTED BUDGET	YTD BUDGET BALANCE		ADJUSTED BUDGET/10*12
Operating Transfers	\$ 1,048,594	\$ 1,042,779	\$ 5,815	\$ 873,828	\$ (168,951)	83.33%	99.45%	\$	\$ 1,042,779	\$ 321,092	\$ 721,687
Debt Service	\$ 352,000	\$ 324,328	\$ 27,672	\$ 293,333	\$ (30,995)	83.33%	92.14%	\$	\$ 324,328	\$ 321,092	\$ 3,236
Transfer ARPA Funds from General Fund A To Highway	696,594	718,451	(21,857)	580,495	(137,956)	83.33%	103.14%	\$	718,451		718,451
	\$ 1,048,594	\$ 1,042,779	\$ 5,815	\$ 873,828	\$ (168,951)	83.33%	99.45%	\$	\$ 1,042,779	\$ 321,092	\$ 721,687
Public Safety	\$ 514,383	\$ 379,039	\$ 135,344	\$ 428,653	\$ 49,614	83.33%	73.69%	\$	\$ 379,039	\$ 331,585	\$ 47,454
Assessment Review Board	\$ 2,300	\$ 1,850	\$ 450	\$ 1,917	\$ 67	83.33%	80.43%	\$	\$ 1,850	\$ 1,850	\$
Control of Dogs	60,855	55,279	5,576	50,713	(4,567)	83.33%	90.84%	\$	55,279	55,085	194
Fire Protection	19,180	12,639	6,541	15,983	3,345	83.33%	65.89%	\$	12,639	12,049	590
Safety Inspection	432,048	309,271	122,777	360,040	50,769	83.33%	71.56%	\$	309,271	262,601	46,670
	\$ 514,383	\$ 379,039	\$ 135,344	\$ 428,653	\$ 49,614	83.33%	73.69%	\$	\$ 379,039	\$ 331,585	\$ 47,454
Recreation	729,165	617,394	111,771	607,638	(9,757)	83.33%	84.67%	\$	\$ 617,394	\$ 557,106	\$ 60,288
Total	\$ 13,552,364	\$ 10,866,729	\$ 2,744,559	\$ 11,283,637	\$ 426,908	83.33%	80.18%	\$	\$ 10,866,729	\$ 8,349,017	\$ 2,517,711

TOWN BOARD
TOWN OF SOUTHEAST, NY

HIGHWAY EQUIPMENT PURCHASE

RESOLUTION NO. _____ / 2024

November 21, 2024

INTRODUCED BY:

SECONDED BY:

WHEREAS, the Town Board is in receipt of a request dated November 15, 2024 from the Highway Superintendent seeking approval for the purchase of one (1) plow truck and associated equipment for a sum not to exceed \$220,000.00; and

WHEREAS, there are sufficient highways funds appropriated in the 2024 Town Budget and the Highway Department's DA Fund Balance for the capital expenditure itemized above and there is no need to bond or borrow funds for the purchase of these items of equipment.

NOW, THEREFORE, BE IT

RESOLVED, that the Superintendent of Highways be and hereby is authorized to execute and deliver such purchase agreement or agreements necessary for the purchase of one (1) plow truck and associated equipment for a purchase price not to exceed Two Hundred Twenty Thousand and 00/00 (\$220,000.00) dollars; and be it further

RESOLVED, that the Superintendent of Highways shall comply with all State and local laws regarding procurement and expenditure of public funds before effectuating the foregoing purchases; and be if further

RESOLVED, in the event the foregoing funds are insufficient to meet the purchase requirements set forth herein, the Highway Superintendent shall return to the Town Board for further consideration.

UPON A ROLL CALL VOTE:

Councilman Cyprus _____
Councilman Larca _____
Councilwoman Lewis _____
Councilman Mazzotta _____
Supervisor Durante _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, KATHLEEN CHIUDINA, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a regular meeting of said board held the 21st day of November 2024.

KATHLEEN CHIUDINA
Town Clerk



10 Palmer Road, Brewster, N.Y. 10509
(845) 279-2141 mburdick@southeast-ny.gov FAX (845) 279-3226
Michael Burdick
Highway Superintendent

Supervisor Durante/Town Board Members

November 15, 2024

Please put forward a resolution for the Highway Superintendent to purchase 1 (one)

Plow truck and related equipment not to exceed \$220,000.00 (two hundred twenty thousand dollars) Funds for this purchase will come from the Highway Departments DA fund balance.

Thank you

Michael Burdick

A handwritten signature in black ink that reads "Michael Burdick".

Highway Superintendent

TOWN BOARD
TOWN OF SOUTHEAST, NY

HOLD HARMLESS AGREEMENT
BREWSTER CENTRAL SCHOOL DISTRICT

RESOLUTION NO. _____ / 24

Date: November 21, 2024

INTRODUCED BY: _____

SECONDED BY: _____

WHEREAS, the Brewster Central School District (“BCSD”) has identified certain surplus recreation equipment which it would like to give to the Town of Southeast free of charge under certain conditions; and

WHEREAS, the Town of Southeast has a need for the BCSD surplus recreation equipment; and

WHEREAS, the BCSD is willing to give the surplus recreation equipment to the Town, provided the Town enters into an agreement with the BCSD holding the BCSD harmless from any liability associated with the removal and subsequent use of the equipment and that the Town agrees to restore the BCSD property to its original condition.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Supervisor be and is hereby authorized to execute and deliver a Hold Harmless Agreement to the Brewster Central School District (“BCSD”) in the name of and on behalf of The Town of Southeast, wherein and whereby the Town shall hold the BCSD harmless from liability associated with the removal and subsequent use of surplus recreation equipment being given by BCSD to the Town, in a form and manner of execution approved by the Town Attorney.

Upon Roll Call Vote:

Councilman Cyrus _____
Councilman Larca _____
Councilwoman Lewis _____
Councilman Mazzotta _____
Supervisor Durante _____

VOTE: carried / defeated by a vote of _____ in favor, _____ against; _____ abstained.

TOWN CLERK'S CERTIFICATION

STATE OF NEW YORK)
 : ss.:
COUNTY OF PUTNAM)

I, KATHLEEN CHIUDINA, Town Clerk of the Town of Southeast, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Town Board of the Town of Southeast at a meeting of said board held the 21st day of November 2024.

KATHLEEN CHIUDINA
Town Clerk