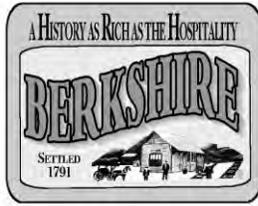


**CONSOLIDATED AGENDAS
2014**

JANUARY



TOWN OF BERKSHIRE

18 Railroad Avenue
Berkshire, NY 13736

Ph 607-657-8678
Fax 607-657-8678

January 20, 2014

- Pledge of Allegiance
- Call Organizational Meeting to Order
 - Presentation of Resolution #1 of 2014
- Adjournment of Organizational Meeting
- Call Regular January Meeting to Order
- Approval of Minutes
 - December 16th and December 30th 2013
- Privilege of the Floor
- Reports:
 - County Planning Board – Tim Pollard
 - Highway Dept. – Karl Spoonhower
 - Code Enforcement – Lee Virtue
 - Town Attorney – Nick Canizio
 - Planning Board – Ken Ceurter
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report
- Old Business:
- New Business:
- Board Concerns
- Approval of Warrants
- Adjournment

RESOLUTION NO 1-2014

Organizational Meeting Town of Berkshire

**Adoption moved by Board Member
Seconded by Board Member**

WHEREAS: The Town Board must meet annually for the purpose of setting the rules of operation and other such actions and appointments as required by Town Law; and

WHEREAS: This meeting has been duly advertised and called for this purpose; and

WHEREAS: The Town Board has discussed and wishes to take the following actions; therefore be it

RESOLVED: The rules of Procedure for the conduct of Board Meetings for the Town of Berkshire shall remain as they were in 2013; and be it further

RESOLVED: Each member of the Town Board and all elected officials currently serving their respective terms of office remain electors of the Town of Berkshire; and be it further

RESOLVED: All elected town officers reaffirm their oaths of office. The Official Undertaking requirements of State Law shall be fulfilled by existing insurance portfolio; and be it further

RESOLVED: The following appointments are made:

Constance Liddington	Tax Collector Records Management Officer Registrar of Vital Statistics
Ronald Raab	Dog Control Officer
William Spoonhower	Deputy Highway Superintendent
Ronald Sharp	Deputy Supervisor
Donald Liddington	Deputy Town Clerk
Denise Liddington	Deputy Town Clerk
Nancy G. Hunt	Town Historian
Leon Virtue	Code Enforcement Officer
Sue Bierl	Bookkeeper
Tim Pollard	County Planning Board Representative
Kenneth Ceurter	Planning Board Chair
Michael Maxwell	Assessor
Nicholas R. Canizio	Attorney for the Town

; And be it further

RESOLVED: That these appointments be for a term of no longer than 1 year and serve at the pleasure of the Board with the exception of the Deputy Supervisor that serves at the pleasure of the Supervisor; and be it further

RESOLVED: Town officers, appointed and elected, shall be compensated in the same manner as in 2013, in the amounts specified in the approved Town budget for 2014, as follows:

<u>Position</u>	<u>Annual Salary</u>	<u>Pay Frequency</u>
Supervisor	3,600	quarterly
Deputy Supervisor	100	annually
Town Board	1,200	quarterly
Highway Superintendent	38,950	biweekly
Highway workers	Per contract	biweekly
Town Clerk	5,000	monthly
Bookkeeper	3,300	quarterly
Town Justice	3,200	monthly
Assessor	4,000	monthly
Code Enforcement	4,100	monthly
Dog Control	2,200	monthly
Historian	100	annually
Registrar of Vital Stat	35	annually
Attorney	7,000	monthly

; and be it further

RESOLVED: The regular Berkshire Town Board Meetings for 2014 will be held on the 3rd Monday each month at 7:00pm at the Town Hall; and be it further

RESOLVED: Town Board Workshop Meetings will be held on the Tuesday preceding the monthly Board meeting at 5:30pm in the Town Hall; and be it further

RESOLVED: The Official Newspaper for the Town of Berkshire shall be the "Tioga County Courier."; and be it further

RESOLVED: The official depository of the Town of Berkshire shall be the National Bank and Trust Co. of Norwich at the Newark Valley branch; and be it further

RESOLVED: The Supervisor is authorized to file the NYS Comptrollers Annual Update Document with the Town Clerk in lieu of an Annual Report; and be it further

RESOLVED: The Berkshire Town Clerk may impose a fine of \$15.00 for any check returned by reason of insufficient funds; and be it further

RESOLVED: The Town Supervisor is authorized to purchase insurance commensurate with the Town's needs for 2014. Such costs are not to exceed appropriated amounts designated in the Adopted Budget for 2014; and be it further

RESOLVED: The Town Board reaffirms its support for all existing Town Laws, Ordinances, Policies and Codes; and be it further

RESOLVED: 2014 travel policies for Town Officials shall be as defined in the BERKSHIRE TOWN BOARD RESOLUTION DATED Jan 19, 2009 defining travel reimbursement.

Roll Call:

Ayes: Board Member(s)

No: Board Member(s)

Absent: Board Member(s)

Town of Berkshire
Regular Meeting
December 16, 2013

The Town of Berkshire held their monthly meeting on December 16, 2013 in the board room at 18 Railroad Ave

Member in attendance was Lillian Hoffmier, Fraser Williams, Ron McEwen, Ronald Sharp and John Stoughton. Absent was Karl Spoonhower, High Supt.

Ron McEwen led the pledge of allegiance.

Approval of minutes was made by Lillian Hoffmier, seconded by John Stoughton Ayes: Hoffmier, Williams, McEwen, Sharp and Stoughton. Noes: None Carried.

Privilege of the floor:

K Ceurter-Organizational meeting due by 3/ 14, No change to fee schedule, Election of officers

Reports:

- A. Co. Planning Board-absent
- B. Highway Dept. -absent
- C. Code Enforcement--absent
- D. Town Atty.-absent
- E. Planning Board-spoke at privilege of floor
- F. Town Clerk-report passed
- G. Dog Control-absent
- H. Justice Court-absent sent \$105 to State
- I. Assessor--absent
- J. Supervisor report-Highway dept. is in the red (Waiting for check to come at end of year.)

Old Business: None

New Business:

Reappoint Planning Board members as follow: Sarah Albrecht 5 year term ending 12-13-18 Marty Matrazzo 4 year term ending 12-31-17 Frank Kunik 3 year term 12-31-17

Motion by R McEwen seconded by Fraser Williams Ayes Hoffmier, Williams, Sharp, McEwen and John Stoughton Noes: None Carried.

Renew contact with Stray Haven after review and approval of Town Attorney Motion by Ronald Sharp seconded by John Stoughton Aye: Hoffmier,,Williams, Sharp, Stoughton and McEwen Noes: None Carried.

Resolution in support Tioga Downs for Eastern Southern Rider Region Casino Gaming Licenses Awardee
Motion by Lillian Hoffmier, seconded by Ronald Sharp. Ayes: Hoffmier. Williams, McEwen, Sharp,
Stoughton. Noes; None Carried

New Computer for Town Clerk for to replace old computer belonging to the State for amount not to
exceed \$1,500.00 Motion by Ron McEwen seconded by Hoffmier Ayes: Hoffmier, Williams, McEwen,
Sharp and Stoughton Noes: None Carried

End of year Meeting at 12-30-13 at 6:00.

Warrants:

General Fund: 154-167 \$3,554.15; Highway: 128-139 \$10,800.32 Motion to pay as audited by Lillian
Hoffmier seconded by Fraser Williams Ayes: Hoffmier, Williams, McEwen Sharp and Stoughton Noes:
None Carried

Motion to adjourn at 7:40 PM

Respectively submitted:
Constance. M Liddington
Town Clerk

The Town of Berkshire
End of Year Meeting
December 30, 2013

The Town of Berkshire held their end of year meeting on December 30, 2013 in the board Room.

Members present were: Lillian Hoffmier, Fraser Williams, Ron McEwen, Ron Sharp and John Stoughton. Absent was Karl Spoonhower Hwy, Supt.

The Pledge of Allegiance was led by Supervisor McEwen.

Reports: None

Old Business: None

New Business: Budget Reconciliation Motion made to let Ron McEwen make the necessary changes to set the balance the budget. Ayes: Hoffmier, Williams, Sharp, McEwen, Stoughton. Nays: None Carried

Board Concerns: None

Encumber funds Jan. bills to Dec. bills. Hoffmier, Williams, McEwen, Sharp, Stoughton, Ayes. Nays-None Carried

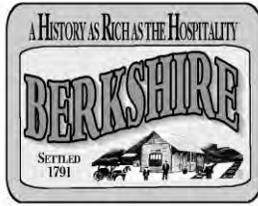
Warrants:

Highway Fund #140-145 \$4,373.41 General Fund: #168- #170 \$1,410.20
Motion made by John Stoughton, seconded by Ronald Sharp. Ayes: Hoffmier, Williams, McEwen, Sharp, Stoughton, Nays: None. Carried

Respectively Submitted:

Constance M. Liddington
Town Clerk

FEBRUARY



TOWN OF BERKSHIRE

18 Railroad Avenue
Berkshire, NY 13736

Ph 607-657-8678
Fax 607-657-8678

February 17, 2014

- Call February Meeting to Order
- Pledge of Allegiance
- Approval of Minutes
 - January 20, 2014 Organizational and Regular Meetings
- Privilege of the Floor
- Reports:
 - County Planning Board – Tim Pollard
 - Highway Dept – Karl Spoonhower
 - Code Enforcement – Lee Virtue
 - Planning Board – Ken Ceurter
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report

- Old Business:
 - Planning Board to send letter of support for Tioga Downs

- New Business:
 - Board Concerns
 - Approval of Warrants
 - Adjournment

Town of Berkshire
Organizational Meeting
January 20, 2014

The Town of Berkshire Town Board held their organizational meeting on January 20, 2014.

The members present were: Lillian Hoffmier, Fraser Williams, Ron McEwen, Ronald Sharp and John Stoughton.

The pledge of allegiance was led by Supervisor McEwen.

RESOLUTION NO 1-2014 Organizational Meeting Town of Berkshire

**Adoption moved by Board Member Ron Sharp
Seconded by Board Member Fraser Williams**

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Denise Liddington	Deputy Town Clerk
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Sue Bierl	Bookkeeper
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Kenneth Ceurter	Planning Board Chair

Michael Maxwell	Assessor
Nicholas R. Canizio	Attorney for the Town

; And be it further

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Assessor	4,000	monthly
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Dog Control	2,200	monthly
Historian	100	annually
Registrar of Vital Stat	35	annually
Attorney	7,000	monthly

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RESOLVED: 2014 travel policies for Town Officials shall be as defined in the BERKSHIRE TOWN BOARD RESOLUTION DATED Jan 19, 2009 defining travel reimbursement.

Roll Call:

Ayes: Lillian Hoffmier, Fraser Williams, Ron McEwen, Ron Sharp and John Stoughton

Nays: None

Absent: None

January Regular meeting called to order: All members present

Motion made by Lillian Hoffmier for approval of minutes December meeting and End of year meeting seconded by Fraser Williams Aye: Hoffmier, Williams, McEwen, Sharp and Stoughton.
Nays: None Carried.

Privilege of floor

The Reverend Jerry Platz from the Congregational Church praying for the community

Reports:

A. County Planning Board -absent

B. Highway Dept.-Karl Think a new grader would be nice the old one is used up and don't want to spend a lot of money on it Getting low on sand, need more don't want to spend money on sand.

C. Town Attorney-nothing

D. Planning board: reg. move questions Survey questions boarder on most parts

E. Don Control: no repot

F. Justice Count: \$85 fines 485 to State

G. Assessor Report Exemptions

H. Supervisor report-Year-end report to be presented in February. Congressman Tom Reed will be at Newark Valley Village Board room on Thursday 23 @ 6:00 PM. Arrangements are being made for a Flag for Fire Dept. from Congressman Reed.

Old Business:

None

New Business:

None

Approval of Warrants:

General Fund #1 to #13 \$27,964.22

Highway #1 to #9 \$15,998.05

Motion made by John Stoughton, seconded by Ron Sharp to pay the warrants as audited.

Ayes: Lillian Hoffmier, Fraser Williams, Ron McEwen, Ron Sharp and John Stoughton

Nays: None

Carried

Motion to adjourn at 7:53 was made by Lillian Hoffmier, seconded by Fraser Williams

Respectively submitted

Constance M Liddington, Town Clerk

Town of Berkshire
Balance Sheet
As of January 31, 2014

	<u>Jan 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
A200 · Checking	2,362.98
A201 · Municipal Savings Account	158,826.04
A231 · Building Capital Reserve	<u>7,579.07</u>
Total Checking/Savings	<u>168,768.09</u>
Total Current Assets	<u>168,768.09</u>
TOTAL ASSETS	<u><u>168,768.09</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
A600 · Accounts Payable	<u>517.87</u>
Total Accounts Payable	517.87
Other Current Liabilities	
A602 · Stale Dated Checks	1,537.80
A690 · Holding Account	<u>48.12</u>
Total Other Current Liabilities	<u>1,585.92</u>
Total Current Liabilities	<u>2,103.79</u>
Total Liabilities	2,103.79
Equity	
3900 · Retained Earnings	574.38
A878 · Capital Reserve Building	7,579.07
A914 · Fund Balance Appropriated	20,000.00
A917 · Fund Balance Unappropriated	171,811.59
Net Income	<u>(33,300.74)</u>
Total Equity	<u>166,664.30</u>
TOTAL LIABILITIES & EQUITY	<u><u>168,768.09</u></u>

Town of Berkshire

Profit & Loss Budget vs. Actual

January 2014

	Jan 14	Budget	\$ Over Budget	% of Budget
Income				
A980 · Revenues				
A1001.1 · Real Property Taxes	0.00	83,605.00	(83,605.00)	0.0%
A1090 · Interest & Penalty-Property Tax	0.00	3,500.00	(3,500.00)	0.0%
A1120 · SalesTax	0.00	100,000.00	(100,000.00)	0.0%
A1170 · Franchises	0.00	5,500.00	(5,500.00)	0.0%
A1255 · Clerk Fees	5.63	1,500.00	(1,494.37)	0.38%
A1255.1 · Newsletter	0.00	1,000.00	(1,000.00)	0.0%
A1550 · Dog Control Fees	0.00	700.00	(700.00)	0.0%
A2401 · Interest & Earnings	4.74			
A2544 · Dog Licenses	77.12	750.00	(672.88)	10.28%
A2555 · Building Permits	0.00	800.00	(800.00)	0.0%
A2610 · Fines & Foreited Bail	85.00	8,000.00	(7,915.00)	1.06%
A3001 · State Revenue Sharing	0.00	11,000.00	(11,000.00)	0.0%
A3005 · Mortgage Tax	0.00	12,000.00	(12,000.00)	0.0%
Total A980 · Revenues	172.49	228,355.00	(228,182.51)	0.08%
Total Income	172.49	228,355.00	(228,182.51)	0.08%
Gross Profit	172.49	228,355.00	(228,182.51)	0.08%
Expense				
A522 · Expenditures				
A1010.1 · Legislative Board PS	0.00	4,800.00	(4,800.00)	0.0%
A1110.1 · Municipal Court PS	266.67	3,200.00	(2,933.33)	8.33%
A1110.2 · Fines - State share	85.00	7,000.00	(6,915.00)	1.21%
A1110.4 · Municipal Court CE	53.24	1,600.00	(1,546.76)	3.33%
A1111.1 · Secretary to Justice	0.00	700.00	(700.00)	0.0%
A1220.1 · Supervisor PS	0.00	3,600.00	(3,600.00)	0.0%
A1220.4 · Supervisor CS	0.00	1,000.00	(1,000.00)	0.0%
A1220.5 · Newsletter Expense	0.00	1,000.00	(1,000.00)	0.0%
A1221.1 · Deputy Supervisor PS	0.00	100.00	(100.00)	0.0%
A1315.1 · Bookkeeper PS	275.00	3,300.00	(3,025.00)	8.33%
A1315.4 · Bookkeeper CS	0.00	1,600.00	(1,600.00)	0.0%
A1355.1 · Assessors PS	333.33	4,100.00	(3,766.67)	8.13%
A1355.2 · Board of Review	0.00	250.00	(250.00)	0.0%
A1355.4 · Assessors CE	53.24	1,000.00	(946.76)	5.32%
A1410.1 · Clerk PS	416.67	5,000.00	(4,583.33)	8.33%
A1410.4 · Clerk CE	460.00	2,000.00	(1,540.00)	23.0%
A1420.4 · Attorney CE	583.37	8,000.00	(7,416.63)	7.29%
A1620.4 · Town Offices CE	563.25	11,500.00	(10,936.75)	4.9%
A1680.4 · Informaton Technology CE	0.00	4,200.00	(4,200.00)	0.0%
A1910.4 · Unallocated Insurance CE	0.00	25,000.00	(25,000.00)	0.0%
A1920.4 · Municipal Association Dues CE	0.00	500.00	(500.00)	0.0%

Town of Berkshire Profit & Loss Budget vs. Actual January 2014

	Jan 14	Budget	\$ Over Budget	% of Budget
A1990.4 · Contingencies	0.00	5,250.00	(5,250.00)	0.0%
A3510.1 · Dog Warden PS	183.33	2,200.00	(2,016.67)	8.33%
A3510.4 · Dog Warden CE	419.50	1,200.00	(780.50)	34.96%
A4020.1 · Registrar Vital Statistics	0.00	35.00	(35.00)	0.0%
A5010.1 · Highway & Street Admin PS	2,923.08	38,950.00	(36,026.92)	7.51%
A5010.4 · Highway & Street Admin CE	215.00	250.00	(35.00)	86.0%
A5132.2 · Garage - Capital Repairs	0.00	9,000.00	(9,000.00)	0.0%
A5132.4 · Garage CE	627.62			
A5182.4 · Street Lighting	110.33	6,500.00	(6,389.67)	1.7%
A7110.4 · Parks	0.00	3,500.00	(3,500.00)	0.0%
A7320.4 · Joint Youth Project	0.00	1,350.00	(1,350.00)	0.0%
A7410.4 · Library CE	8,000.00	8,000.00	0.00	100.0%
A7450.4 · Museum CE	120.00	120.00	0.00	100.0%
A7510.4 · Historian	0.00	100.00	(100.00)	0.0%
A7610.4 · Northern Tioga Neighbor Network	0.00	250.00	(250.00)	0.0%
A8010.1 · Code Enforcement PS	333.33	4,100.00	(3,766.67)	8.13%
A8010.4 · Code Enforcement CE	0.00	4,373.00	(4,373.00)	0.0%
A8020.4 · Planning CE	0.00	500.00	(500.00)	0.0%
A8989.0 · Community Hall Renovation	0.00	1,500.00	(1,500.00)	0.0%
A9010.8 · State Retirement	0.00	13,750.00	(13,750.00)	0.0%
A9030.8 · Social Security	361.95	5,500.00	(5,138.05)	6.58%
A9040.8 · Workers Compensation	16,537.95	33,000.00	(16,462.05)	50.12%
A9050.8 · Unemployment Expense	77.85			
A9060.8 · Medical Insurance - Hwy Super	1,458.67	19,200.00	(17,741.33)	7.6%
Total A522 · Expenditures	34,458.38	248,078.00	(213,619.62)	13.89%
Total Expense	34,458.38	248,078.00	(213,619.62)	13.89%
Net Ordinary Income	(34,285.89)	(19,723.00)	(14,562.89)	173.84%
Other Income				
Fire District Rev	0.00	119,032.00	(119,032.00)	0.0%
Total Other Income	0.00	119,032.00	(119,032.00)	0.0%
Net Other Income	0.00	119,032.00	(119,032.00)	0.0%
Net Income	(34,285.89)	99,309.00	(133,594.89)	(34.52%)

Town of Berkshire - Highway Fund
Balance Sheet
As of January 31, 2014

	<u>Jan 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
DA200 · Checking	2,801.05
DA201 · Municipal Savings Account	117,677.12
DA231 · Hwy Capital Reserve fund	84,500.00
DA231.1 · Sidewalk Reserve	14,000.00
Total Checking/Savings	<u>218,978.17</u>
Total Current Assets	<u>218,978.17</u>
TOTAL ASSETS	<u><u>218,978.17</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
DA602 · Stale Dated Checks	969.80
Total Other Current Liabilities	<u>969.80</u>
Total Current Liabilities	<u>969.80</u>
Total Liabilities	969.80
Equity	
DA878 · Capital Reserve-Hwy Equip	84,500.00
DA878.1 · Capital Reserve-Sidewalks	14,000.00
DA914 · Fund Balance Appropriated	63,000.00
DA917 · Fund Balance Unappropriated	72,394.35
Net Income	<u>(15,885.98)</u>
Total Equity	<u>218,008.37</u>
TOTAL LIABILITIES & EQUITY	<u><u>218,978.17</u></u>

Town of Berkshire - Highway Fund Profit & Loss Budget vs. Actual January 2014

	<u>Jan 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
DA980 · Revenues				
DA1001 · Real Property Taxes	0.00	338,100.00	(338,100.00)	0.0%
DA1120 · Non Property Taxes (Sales)	0.00	30,000.00	(30,000.00)	0.0%
DA2401 · Income and Earnings	5.48			
DA3501 · CHIPS	0.00	94,000.00	(94,000.00)	0.0%
Total DA980 · Revenues	<u>5.48</u>	<u>462,100.00</u>	<u>(462,094.52)</u>	<u>0.0%</u>
Total Income	<u>5.48</u>	<u>462,100.00</u>	<u>(462,094.52)</u>	<u>0.0%</u>
Gross Profit	5.48	462,100.00	(462,094.52)	0.0%
Expense				
66900 · Reconciliation Discrepancies	0.02			
DA522 · Expenditures				
DA51101 · General Repairs - PR	0.00	115,500.00	(115,500.00)	0.0%
DA51104 · General Repairs - CE	0.00	50,000.00	(50,000.00)	0.0%
DA51105 · Sidewalks	0.00	5,000.00	(5,000.00)	0.0%
DA51122 · Capital Outlay CHIPS	0.00	73,000.00	(73,000.00)	0.0%
DA51304 · Machinery CE	53.00	45,000.00	(44,947.00)	0.12%
DA51421 · Snow Removal PR	7,523.66	60,450.00	(52,926.34)	12.45%
DA51424 · Snow Removal CE	0.00	50,000.00	(50,000.00)	0.0%
DA89894 · Community Cleanup	0.00	4,000.00	(4,000.00)	0.0%
DA90108 · State Retirement	0.00	21,250.00	(21,250.00)	0.0%
DA90308 · Social Security	884.69	12,000.00	(11,115.31)	7.37%
DA90408 · Workers Compensaton	7,430.09	15,000.00	(7,569.91)	49.53%
DA90604 · Benefit inlieu of Health Ins.	0.00	12,900.00	(12,900.00)	0.0%
DA90608 · Hospital & Medical Ins	0.00	8,000.00	(8,000.00)	0.0%
DA99019 · Transfer to Capital Reserve	0.00	50,000.00	(50,000.00)	0.0%
Total DA522 · Expenditures	<u>15,891.44</u>	<u>522,100.00</u>	<u>(506,208.56)</u>	<u>3.04%</u>
Total Expense	<u>15,891.46</u>	<u>522,100.00</u>	<u>(506,208.54)</u>	<u>3.04%</u>
Net Income	<u>(15,885.98)</u>	<u>(60,000.00)</u>	<u>44,114.02</u>	<u>26.48%</u>

All Numbers in This Report
Have Been Rounded To
The Nearest Dollar

ANNUAL FINANCIAL REPORT
UPDATE DOCUMENT
For The
TOWN of Berkshire
County of Tioga
For the Fiscal Year Ended 12/31/2013

AUTHORIZATION

ARTICLE 3, SECTION 30 of the GENERAL MUNICIPAL LAW:

1. ***Every Municipal Corporation *** shall annually make a report of its financial condition to the Comptroller. Such report shall be made by the Chief Fiscal Officer of such Municipal Corporation ***

5. All reports shall be certified by the officer making the same and shall be filed with the Comptroller *** It shall be the duty of the incumbent officer at the time such reports are required to be filed with the Comptroller to file such report ***

State of NEW YORK
Office of The State Comptroller
Division of Local Government and School Accountability
Albany, New York 12236

TOWN OF Berkshire

*** FINANCIAL SECTION ***

Financial Information for the following funds and account groups are included in the Annual Financial Report filed by your government for the fiscal year ended 2012 and has been used by the OSC as the basis for preparing this update document for the fiscal year ended 2013:

- (A) GENERAL
- (CD) SPECIAL GRANT
- (DA) HIGHWAY-TOWN-WIDE
- (W) GENERAL LONG-TERM DEBT

All amounts included in this update document for 2012 represent data filed by your government with OSC as reviewed and adjusted where necessary.

*** SUPPLEMENTAL SECTION ***

The Supplemental Section includes the following sections:

- 1) Statement of Indebtedness
- 2) Schedule of Time Deposits and Investments
- 3) Bank Reconciliation
- 4) Local Government Questionnaire
- 5) Schedule of Employee and Retiree Benefits
- 6) Schedule of Energy Costs and Consumption
- 7) Schedule of Other Post Employment Benefits (OPEB)

All numbers in this report will be rounded to the nearest dollar.

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(A) GENERAL

Balance Sheet

Code Description	2012	EdpCode	2013
Assets			
Cash	1,193	A200	1,332
Cash In Time Deposits	148,844	A201	212,068
TOTAL Cash	150,037		213,400
Accounts Receivable	17,669	A380	13,600
TOTAL Other Receivables (net)	17,669		13,600
Due From Other Funds	210	A391	
TOTAL Due From Other Funds	210		0
Cash In Time Deposits Special Reserves	7,579	A231	7,579
TOTAL Restricted Assets	7,579		7,579
TOTAL Assets and Deferred Outflows of Resources	175,496		234,579

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(A) GENERAL

Balance Sheet

Code Description	2012	EdpCode	2013
Accounts Payable	472	A600	5,189
TOTAL Accounts Payable	472		5,189
Due To Other Funds		A630	30,000
TOTAL Due To Other Funds	0		30,000
TOTAL Liabilities	472		35,189
Fund Balance			
Capital Reserve	7,579	A878	7,579
TOTAL Restricted Fund Balance	7,579		7,579
Assigned Appropriated Fund Balance	20,000	A914	20,000
TOTAL Assigned Fund Balance	20,000		20,000
Unassigned Fund Balance	147,444	A917	171,812
TOTAL Unassigned Fund Balance	147,444		171,812
TOTAL Fund Balance	175,023		199,391
TOTAL Liabilities, Deferred Inflows And Fund Balance	175,496		234,579

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(A) GENERAL

Results of Operation

Code Description	2012	EdpCode	2013
Revenues			
Real Property Taxes	85,395	A1001	82,455
TOTAL Real Property Taxes	85,395		82,455
Interest & Penalties On Real Prop Taxes	3,237	A1090	3,865
TOTAL Real Property Tax Items	3,237		3,865
Non Prop Tax Dist By County	126,634	A1120	105,586
Franchises	5,696	A1170	5,879
TOTAL Non Property Tax Items	132,329		111,465
Clerk Fees	2,277	A1255	1,774
Public Pound Charges, Dog Control Fees		A1550	
TOTAL Departmental Income	2,277		1,774
Interest And Earnings	938	A2401	75
TOTAL Use of Money And Property	938		75
Dog Licenses	1,339	A2544	746
Building And Alteration Permits	2,680	A2555	1,366
TOTAL Licenses And Permits	4,019		2,112
Fines And Forfeited Bail	12,155	A2610	5,510
TOTAL Fines And Forfeitures	12,155		5,510
Sales of Real Property		A2660	500
TOTAL Sale of Property And Compensation For Loss	0		500
St Aid, Revenue Sharing	11,323	A3001	11,323
St Aid, Mortgage Tax	8,456	A3005	14,074
TOTAL State Aid	19,779		25,397
TOTAL Revenues	260,128		233,153
TOTAL Detail Revenues And Other Sources	260,128		233,153

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(A) GENERAL

Results of Operation

Code Description	2012	EdpCode	2013
Expenditures			
Legislative Board, Pers Serv	4,800	A10101	4,800
Legislative Board, Contr Expend	59	A10104	
TOTAL Legislative Board	4,859		4,800
Municipal Court, Pers Serv	3,865	A11101	3,452
Municipal Court, Equip & Cap Outlay		A11102	
Municipal Court, Contr Expend	13,114	A11104	4,918
TOTAL Municipal Court	16,979		8,370
Supervisor,pers Serv	3,600	A12201	3,700
Supervisor,contr Expend	912	A12204	959
TOTAL Supervisor	4,512		4,659
Comptroller,pers Serv	3,300	A13151	3,300
Comptroller, Contr Expend	1,090	A13154	705
TOTAL Comptroller	4,390		4,005
Assessment, Pers Serv	6,175	A13551	4,000
Assessment, Equip & Cap Outlay		A13552	
Assessment, Contr Expend	1,562	A13554	2,128
TOTAL Assessment	7,737		6,128
Clerk,pers Serv	4,200	A14101	5,000
Clerk,contr Expend	1,912	A14104	1,201
TOTAL Clerk	6,112		6,201
Law, Contr Expend	583	A14204	7,000
TOTAL Law	583		7,000
Buildings, Equip & Cap Outlay	15,421	A16202	1,449
Buildings, Contr Expend	7,933	A16204	6,485
TOTAL Buildings	23,354		7,934
Central Data Process, Contr Expend		A16804	1,043
TOTAL Central Data Process	0		1,043
Unallocated Insurance, Contr Expend	20,410	A19104	20,058
TOTAL Unallocated Insurance	20,410		20,058
Municipal Assn Dues, Contr Expend	500	A19204	
TOTAL Municipal Assn Dues	500		0
TOTAL General Government Support	89,437		70,198
Control of Animals, Pers Serv	2,200	A35101	2,200
Control of Animals, Contr Expend	957	A35104	798
TOTAL Control of Animals	3,157		2,998
Rescue Squad, Contr Expend	18,861	A36254	
TOTAL Rescue Squad	18,861		0
TOTAL Public Safety	22,018		2,998
Registrar of Vital Statistics, Pers Serv		A40201	35
TOTAL Registrar of Vital Statistics	0		35
TOTAL Health	0		35
Street Admin, Pers Serv	38,000	A50101	38,000
Street Admin, Contr Expend	490	A50104	265
TOTAL Street Admin	38,490		38,265
Garage, Equip & Cap Outlay	381	A51322	3,069

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(A) GENERAL

Results of Operation

Code Description	2012	EdpCode	2013
Expenditures			
Garage, Contr Expend	8,624	A51324	3,645
TOTAL Garage	9,004		6,714
Street Lighting, Contr Expend	5,970	A51824	6,738
TOTAL Street Lighting	5,970		6,738
TOTAL Transportation	53,464		51,717
Community Action, Contr Expend		A63104	
TOTAL Community Action	0		0
TOTAL Economic Assistance And Opportunity	0		0
Parks, Contr Expend	2,510	A71104	3,230
TOTAL Parks	2,510		3,230
Joint Youth Prog, Equip & Cap Outlay	1,350	A73202	1,350
TOTAL Joint Youth Prog	1,350		1,350
Library, Contr Expend	8,500	A74104	8,250
TOTAL Library	8,500		8,250
Museum - Art Gallery, Contr Expend	120	A74504	120
TOTAL Museum - Art Gallery	120		120
Celebrations, Contr Expend		A75504	
TOTAL Celebrations	0		0
Programs For Aging, Contr Expend	250	A76104	250
TOTAL Programs For Aging	250		250
TOTAL Culture And Recreation	12,730		13,200
Zoning, Pers Serv	4,000	A80101	4,000
Zoning, Contr Expend	1,344	A80104	864
TOTAL Zoning	5,344		4,864
Planning, Contr Expend	106	A80204	98
TOTAL Planning	106		98
Misc Home & Comm Serv, Contr Expend	1,500	A89894	1,500
TOTAL Misc Home & Comm Serv	1,500		1,500
TOTAL Home And Community Services	6,950		6,463
State Retirement System	12,123	A90108	13,911
Social Security, Employer Cont	6,077	A90308	5,239
Worker's Compensation, Empl Bnfts	15,481	A90408	24,631
Unemployment Insurance, Empl Bnfts	300	A90508	619
Hospital & Medical (dental) Ins, Empl Bnft	18,371	A90608	19,776
TOTAL Employee Benefits	52,352		64,176
TOTAL Expenditures	236,951		208,786
TOTAL Detail Expenditures And Other Uses	236,951		208,786

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(A) GENERAL

Analysis of Changes in Fund Balance

Code Description	2012	EdpCode	2013
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	151,846	A8021	175,023
Prior Period Adj -Increase In Fund Balance	0	A8012	
Restated Fund Balance - Beg of Year	151,846	A8022	175,023
ADD - REVENUES AND OTHER SOURCES	260,128		233,153
DEDUCT - EXPENDITURES AND OTHER USES	236,951		208,786
Fund Balance - End of Year	175,023	A8029	199,391

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(A) GENERAL

Budget Summary

Code Description	2013	EdpCode	2014
Estimated Revenues			
Est Rev - Real Property Taxes	85,955	A1049N	87,105
Est Rev - Non Property Tax Items	105,500	A1199N	105,500
Est Rev - Departmental Income	3,200	A1299N	3,200
Est Rev - Licenses And Permits	1,550	A2599N	1,550
Est Rev - Fines And Forfeitures	8,000	A2649N	8,000
Est Rev - Miscellaneous Local Sources	0	A2799N	0
Est Rev - State Aid	23,000	A3099N	23,000
TOTAL Estimated Revenues	227,205		228,355
Appropriated Fund Balance	20,000	A599N	20,000
TOTAL Estimated Other Sources	20,000		20,000
TOTAL Estimated Revenues And Other Sources	247,205		248,355

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(A) GENERAL

Budget Summary

Code Description	2013	EdpCode	2014
Appropriations			
App - General Government Support	88,350	A1999N	94,700
App - Public Safety	20,900	A3999N	3,400
App - Health	35	A4999N	35
App - Transportation	53,750	A5999N	54,700
App - Culture And Recreation	13,220	A7999N	13,597
App - Home And Community Services	7,500	A8999N	10,473
App - Employee Benefits	63,450	A9199N	71,450
TOTAL Appropriations	247,205		248,355
TOTAL Appropriations And Other Uses	247,205		248,355

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(DA) HIGHWAY-TOWN-WIDE

Balance Sheet

Code Description	2012	EdpCode	2013
Assets			
Cash	334	DA200	2,801
Cash In Time Deposits	102,691	DA201	121,091
TOTAL Cash	103,025		123,892
Due From Other Funds		DA391	30,000
TOTAL Due From Other Funds	0		30,000
Cash In Time Deposits Special Reserves	59,000	DA231	98,500
TOTAL Restricted Assets	59,000		98,500
TOTAL Assets and Deferred Outflows of Resources	162,025		252,392

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(DA) HIGHWAY-TOWN-WIDE

Balance Sheet

Code Description	2012	EdpCode	2013
Accounts Payable		DA600	14,457
TOTAL Accounts Payable	0		14,457
Accrued Liabilities	5,401	DA601	4,041
TOTAL Accrued Liabilities	5,401		4,041
Due To Other Funds	210	DA630	
TOTAL Due To Other Funds	210		0
TOTAL Liabilities	5,612		18,498
Fund Balance			
Capital Reserve	59,000	DA878	98,500
TOTAL Restricted Fund Balance	59,000		98,500
Assigned Appropriated Fund Balance	63,000	DA914	63,000
Assigned Unappropriated Fund Balance	34,413	DA915	72,394
TOTAL Assigned Fund Balance	97,413		135,394
TOTAL Fund Balance	156,413		233,894
TOTAL Liabilities, Deferred Inflows And Fund Balance	162,025		252,392

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(DA) HIGHWAY-TOWN-WIDE

Results of Operation

Code Description	2012	EdpCode	2013
Revenues			
Real Property Taxes	323,550	DA1001	333,750
TOTAL Real Property Taxes	323,550		333,750
Sales Tax (from County)	32,000	DA1120	30,000
TOTAL Non Property Tax Items	32,000		30,000
Interest And Earnings	187	DA2401	87
TOTAL Use of Money And Property	187		87
Sale of Refuse For Recycling		DA2651	762
Sales, Other	882	DA2655	
Sales of Equipment	5,122	DA2665	
TOTAL Sale of Property And Compensation For Loss	6,004		762
St Aid, Consolidated Highway Aid	74,211	DA3501	94,970
St Aid Emergency Disaster Assistance	53,749	DA3960	
TOTAL State Aid	127,960		94,970
Fed Aid Emer Disaster Assist	189,904	DA4960	
TOTAL Federal Aid	189,904		0
TOTAL Revenues	679,605		459,569
TOTAL Detail Revenues And Other Sources	679,605		459,569

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(DA) HIGHWAY-TOWN-WIDE

Results of Operation

Code Description	2012	EdpCode	2013
Expenditures			
Maint of Streets, Pers Serv	97,886	DA51101	95,565
Maint of Streets, Contr Expend	56,500	DA51104	18,629
TOTAL Maint of Streets	154,386		114,194
Perm Improve Highway, Equip & Cap Outlay	76,856	DA51122	23,359
TOTAL Perm Improve Highway	76,856		23,359
Machinery, Equip & Cap Outlay	40,000	DA51302	15,500
Machinery, Contr Expend	59,709	DA51304	66,767
TOTAL Machinery	99,709		82,267
Snow Removal, Pers Serv	59,914	DA51421	63,764
Snow Removal, Contr Expend	23,154	DA51424	26,405
TOTAL Snow Removal	83,068		90,169
TOTAL Transportation	414,019		309,990
Emergency Disaster Work, Contr	126,140	DA87604	
TOTAL Emergency Disaster Work	126,140		0
Misc Home & Comm Serv, Contr Expend	2,807	DA89894	339
TOTAL Misc Home & Comm Serv	2,807		339
TOTAL Home And Community Services	128,946		339
State Retirement, Empl Bnfts	18,703	DA90108	21,758
Social Security , Empl Bnfts	12,083	DA90308	13,114
Worker's Compensation, Empl Bnfts		DA90408	11,591
Disability Insurance, Empl Bnfts	2	DA90558	
Hospital & Medical (dental) Ins, Empl Bnft	26,971	DA90608	25,296
TOTAL Employee Benefits	57,760		71,759
TOTAL Expenditures	600,725		382,088
Transfers, Capital Projects Fund		DA99509	
TOTAL Operating Transfers	0		0
TOTAL Other Uses	0		0
TOTAL Detail Expenditures And Other Uses	600,725		382,088

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(DA) HIGHWAY-TOWN-WIDE

Analysis of Changes in Fund Balance

Code Description	2012	EdpCode	2013
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	77,533	DA8021	156,413
Prior Period Adj -Increase In Fund Balance	-0	DA8012	
Restated Fund Balance - Beg of Year	77,533	DA8022	156,413
ADD - REVENUES AND OTHER SOURCES	679,605		459,569
DEDUCT - EXPENDITURES AND OTHER USES	600,725		382,088
Fund Balance - End of Year	156,413	DA8029	233,894

TOWN OF Berkshire
Annual Update Document
For the Fiscal Year Ending 2013

(DA) HIGHWAY-TOWN-WIDE

Budget Summary

Code Description	2013	EdpCode	2014
Estimated Revenues			
Est Rev - Real Property Taxes	333,750	DA1049N	338,100
Est Rev - Non Property Tax Items	30,000	DA1199N	30,000
Est Rev - State Aid	73,000	DA3099N	94,000
TOTAL Estimated Revenues	436,750		462,100
Appropriated Fund Balance	63,000	DA599N	63,000
TOTAL Estimated Other Sources	63,000		63,000
TOTAL Estimated Revenues And Other Sources	499,750		525,100

TOWN OF Berkshire
Statement of Indebtedness
For the Fiscal Year Ending 2013

First Year	Debt Code	Description	Cops Flag	Comp Flag	Date of Issue	Date of Maturity	Int. Rate	Int. Rate Var?	Amt. Orig. Issued	O/S Beg. of Year	Paid Dur. Year	Redeemed Bond Proc.	Prior Yr. Adjust.	Accreted Interest	O/S End of Year
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TOWN OF Berkshire
Schedule of Time Deposits and Investments
For the Fiscal Year Ending 2013

	EDP Code	Amount
CASH:		
On Hand	9Z2001	
Demand Deposits	9Z2011	\$4,132.87
Time Deposits	9Z2021	\$439,238.09
Total		\$443,370.96
 COLLATERAL:		
- FDIC Insurance	9Z2014	\$250,000.00
Collateralized with securities held in possession of municipality or its agent	9Z2014A	\$193,442.90
Total		\$443,442.90
 INVESTMENTS:		
- Securities (450)		
Book Value (cost)	9Z4501	
Market Value at Balance Sheet Date	9Z4502	
Collateralized with securities held in possession of municipality or its agent	9Z4504A	
 - Repurchase Agreements (451)		
Book Value (cost)	9Z4511	
Market Value at Balance Sheet Date	9Z4512	
Collateralized with securities held in possession of municipality or its agent	9Z4514A	

TOWN OF Berkshire
Bank Reconciliation
For the Fiscal Year Ending 2013

Include All Checking, Savings and C.D. Accounts

Bank Account Number	Bank Balance	Add: Deposit In Transit	Less: Outstanding Checks	Adjusted Bank Balance
****-0180	\$5,734	\$0	\$4,402	\$1,332
****-4093	\$219,647	\$23,000	\$23,000	\$219,647
****-0196	\$2,776	\$25	\$0	\$2,801
****-4107	\$219,591	\$0	\$0	\$219,591
	Total Adjusted Bank Balance			<u>\$443,371</u>
	Petty Cash			<u>\$0.00</u>
	Adjustments			<u>\$0.00</u>
	Total Cash			<u>\$443,371</u>
	Total Cash Balance All Funds			<u>\$443,371</u>
		9ZCASH	*	<u>\$443,371</u>
		9ZCASHB	*	<u>\$443,371</u>
	* Must be equal			

TOWN OF Berkshire
Local Government Questionnaire
For the Fiscal Year Ending 2013

	<u>Response</u>
1) Does your municipality have a written procurement policy?	<u>Yes</u>
2) Have the financial statements for your municipality been independently audited? If not, are you planning on having an audit conducted?	<u>No</u> <u>No</u>
3) Does your local government participate in an insurance pool with other local governments?	<u>Yes</u>
4) Does your local government participate in an investment pool with other local governments?	<u>No</u>
5) Does your municipality have a Length of Service Award Program (LOSAP) for volunteer firefighters?	<u>No</u>
6) Does your municipality have a Capital Plan?	<u>Yes</u>
7) Has your municipality prepared and documented a risk assessment plan? If yes, has your municipality used the results to design the system of internal controls?	<u>Yes</u> <u>Yes</u>
8) Have you had a change in chief executive or chief fiscal officer during the last year?	<u>No</u>
9) Has your Local Government adopted an investment policy as required by General Municipal Law, Section 39?	<u>Yes</u>

TOWN OF Berkshire
Employee and Retiree Benefits
For the Fiscal Year Ending 2013

Total Full Time Employees:		4			
Total Part Time Employees:		13			
Account Code	Description	Total Expenditures (All Funds)	# of Full Time Employees	# of Part Time Employees	# of Retirees
90108	State Retirement System	\$35,669.00	4	2	
90158	Police and Fire Retirement				
90258	Local Pension Fund				
90308	Social Security	\$18,353.33	4	13	
90408	Worker's Compensation Insurance	\$36,221.91	4	13	
90458	Life Insurance				
90508	Unemployment Insurance	\$619.10	4	13	
90558	Disability Insurance		4	13	
90608	Hospital and Medical (Dental) Insurance	\$45,071.83	1		1
90708	Union Welfare Benefits		3		
90858	Supplemental Benefit Payment to Disabled Fire Fighters				
91890	Other Employee Benefits		3		
Total		\$135,935.17			
Computed Total From Financial Section (comparative purposes only)		\$135,935.17			

TOWN OF Berkshire
 Energy Costs and Consumption
 For the Fiscal Year Ending 2013

Energy Type	Total Expenditures	Total Volume	Units Of Measure	Alternative Units Of Measure
Gasoline			gallons	
Diesel Fuel			gallons	
Fuel Oil			gallons	
Natural Gas			cubic feet	
Electricity			kilowatt-hours	
Coal			tons	

TOWN OF Berkshire
Schedule of Other Post Employment Benefits (OPEB)
For the Fiscal Year Ending 2013

Annual OPEB Cost and Net OPEB Obligation

1. Type of Other Post Employment Benefits Plan
2. Annual Required Contribution(ARC)
3. Interest on Net OPEB Obligation
4. Adjustment to Annual Required Contribution
5. Annual OPEB Expense
6. Less: Actual Contribution Made
7. Increase in Net OPEB Obligation
8. Net OPEB Obligation - beginning of year
9. Net OPEB Obligation - end of year
10. Total Other Post Employment Benefits as reported in Accounts 683 in Financial Section, Current Fiscal Year
11. Percentage of Annual OPEB Cost Contributed (Actual Contribution Made/Annual OPEB Cost)

Funded Status and Funding Process

12. Actuarial Accrued Liability(AAL)
13. Less: Actuarial Value of Plan Assets
14. Unfunded Actuarial Accrued Liability(UAAL)
15. Funded Ratio(Actuarial Value of Plan Assets/AAL)
16. Annual Covered Payroll (of active employees covered by the plan)
17. UAAL as Percentage of Annual Covered Payroll

Other OPEB Information

18. Date of most recent actuarial valuation
19. Actuarial method used
20. Assumed rate of return on investments discount rate .00%
21. Amortization period of UAAL(in years)

CERTIFICATION OF CHIEF FISCAL OFFICER

I, Ronald N McEwen, hereby certify that I am the Chief Fiscal Officer of the Town of Berkshire, and that the information provided in the annual financial report of the Town of Berkshire, for the fiscal year ended 12/31/2013, is TRUE and correct to the best of my knowledge and belief.

By entering the personal identification number assigned by the Office of the State Comptroller to me as the Chief Fiscal Officer of the Town of Berkshire, and adopted by me as my signature for use in conjunction with the filing of the Town of Berkshire's annual financial report, I am evidencing my express intent to authenticate my certification of the Town of Berkshire's annual financial report for the fiscal year ended 12/31/2013 and filed by means of electronic data transmission.

Name of Report Preparer if different than Chief Fiscal Officer

Ronald McEwen
Name

(607) 657-2531
Telephone Number

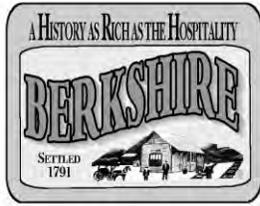
Supervisor
Title

18 Railroad Avenue Berkshire, NY 13
Official Address

02/15/2014
Date of Certification

(607) 657-8678
Official Telephone Number

MARCH



TOWN OF BERKSHIRE

18 Railroad Avenue
Berkshire, NY 13736

Ph 607-657-8678
Fax 607-657-8678

March 17, 2014

- Call March Meeting to Order
- Pledge of Allegiance
- Approval of Minutes
 - February 17, 2014 Regular Meeting
- Privilege of the Floor
- Reports:
 - County Planning Board – Tim Pollard
 - Highway Dept. – Karl Spoonhower
 - Town Attorney – Nick Canizio
 - Code Enforcement – Lee Virtue
 - Planning Board – Ken Ceurter
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report

- Old Business:

- New Business:

- Board Concerns
- Approval of Warrants
- Adjournment

APRIL



TOWN OF BERKSHIRE

18 Railroad Avenue
Berkshire, NY 13736

Ph 607-657-8678
Fax 607-657-8678

April 21, 2014

- Call April Meeting to Order
- Pledge of Allegiance
- Approval of Minutes
 - March 17, 2014 Regular Meeting
- Special Presentation from Berkshire History Buffs by Maurice Stoughton
- Privilege of the Floor
- Reports:
 - County Planning Board – Tim Pollard
 - Highway Dept. – Karl Spoonhower
 - Town Attorney – Nick Canizio
 - Code Enforcement – Lee Virtue
 - Planning Board – Ken Ceurter
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report
- Old Business:
 - BCA came to Town about Purchasing Community Center and was informed that the Fire Commissioners have no desire to sell.
 - Authorize Endwell Rug, under State Contract, to replace flooring throughout the Town Hall from funding in the Building renovation reserve
 - Authorize contract with Bret Welch for mowing of Town properties for the 2014 season
- New Business:
 - Authorize Supervisor to contract with Greenskeeper Landscaping to do work on flower beds at both ends of Town under Welcome signs
 - Acknowledge Frank Kunik for his participation in “Twin Tiers Honor Flight” to Washington DC on April 12th. Frank served in Korea as Sgt. 1st Class in the US Army.

- Acknowledge the work of the Town Survey Committee for their hard work in making this survey possible. (Sarah Albrecht (Chair), Jerry Acton, Carol Kania, Bill Leonard, and Tara McKenzie)
 - Introduction of Local Law #1-2014 Town of Berkshire Unsafe Building Ordinance and schedule Public Hearing May 19th at 6:30PM
 - Authorize a Membership Account with Sam's Club for Tax Exempt purchases of forms, cleaning supplies and other items as needed under Town Policy
-
- Board Concerns
 - Approval of Warrants
 - Adjournment

Town of Berkshire
Regular Meeting
March 17, 2013
Page 1

The Town of Berkshire Regular Meeting was held on March 17, 2013 in the Town Board Room, at 7:00 PM.

Members attending were Lillian Hoffmier, Fraser Williams, Ronald McEwen, Ronald Sharp and John Stoughton.

Supervisor McEwen led the Pledge of Allegiance.

Approval of February Minutes was made by Fraser Williams, seconded by John Stoughton.

Ayes: Hoffmier, Williams Sharp, McEwen, and Stoughton. Noes: None. Carried.

Privilege of Floor: None

Reports:

- A. County Planning Board: Given to the Board by e-mail
- B. Highway Dept.: Getting ready for summer projects.
- C. Code Enforcement: Lee send report Court case- D Brame Paid fine and ordered to remove vehicles by May 1st
- D. Planning Board: Ken Ceurter Town plan serving Richford doing survey, also working on a draft road usage. Howard Brame death, give a chance to recoup etc.
- E. Town Clerk: report passed
- F. Town Atty.: Talked to Owego about local ordinance and will draft for next month.
- G. Dog Control: absent.
- H. Justice Court: \$605.00 collected, \$450.00 to State.
- I. Assessor: Working on exemptions
- J. Supervisor: Bank Statements late will send reports

Old Business: None

New Business: NYSE&G see about light from building to pole. Town Clean up same time as last year

Warrants: Highway #26-37 \$11,814.79, General #26-36 \$5,957.82 Fraser Williams makes the motion to pay second by John Stoughton. 5 Ayes 0 Noes Carried

Adjourned at 8:42 PM

Respectively Submitted:
Constance M. Liddington
Town Clerk

Town of Berkshire
Balance Sheet
As of March 31, 2014

	<u>Mar 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
A200 · Checking	4,034.89
A201 · Municipal Savings Account	240,142.32
A231 · Building Capital Reserve	<u>7,579.07</u>
Total Checking/Savings	<u>251,756.28</u>
Total Current Assets	<u>251,756.28</u>
TOTAL ASSETS	<u><u>251,756.28</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A602 · Stale Dated Checks	1,537.80
A690 · Holding Account	<u>1,737.55</u>
Total Other Current Liabilities	<u>3,275.35</u>
Total Current Liabilities	<u>3,275.35</u>
Total Liabilities	3,275.35
Equity	
3900 · Retained Earnings	574.38
A878 · Capital Reserve Building	7,579.07
A914 · Fund Balance Appropriated	20,000.00
A917 · Fund Balance Unappropriated	171,811.59
Net Income	<u>48,515.89</u>
Total Equity	<u>248,480.93</u>
TOTAL LIABILITIES & EQUITY	<u><u>251,756.28</u></u>

Town of Berkshire Profit & Loss Budget vs. Actual January through March 2014

	TOTAL				
	Mar 14	Jan - Mar 14	Budget	\$ Over Budget	% of Budget
A980 · Revenues					
A1001.1 · Real Property Taxes	0.00	83,605.00	83,605.00	0.00	100.0%
A1090 · Interest & Penalty-Property Tax	640.60	640.60	3,500.00	(2,859.40)	18.3%
A1120 · SalesTax	8,886.62	18,858.68	100,000.00	(81,141.32)	18.86%
A1170 · Franchises	0.00	0.00	5,500.00	(5,500.00)	0.0%
A1255 · Clerk Fees	35.00	40.63	1,500.00	(1,459.37)	2.71%
A1255.1 · Newsletter	0.00	90.00	1,000.00	(910.00)	9.0%
A1550 · Dog Control Fees	0.00	0.00	700.00	(700.00)	0.0%
A2401 · Interest & Earnings	6.35	15.68			
A2544 · Dog Licenses	123.50	229.62	750.00	(520.38)	30.62%
A2555 · Building Permits	145.00	145.00	800.00	(655.00)	18.13%
A2610 · Fines & Foreited Bail	605.00	900.00	8,000.00	(7,100.00)	11.25%
A3001 · State Revenue Sharing	0.00	0.00	11,000.00	(11,000.00)	0.0%
A3005 · Mortgage Tax	0.00	0.00	12,000.00	(12,000.00)	0.0%
Total A980 · Revenues	10,442.07	104,525.21	228,355.00	(123,829.79)	45.77%
	10,442.07	104,525.21	228,355.00	(123,829.79)	45.77%

A522 · Expenditures					
A1010.1 · Legislative Board PS	1,200.00	1,200.00	4,800.00	(3,600.00)	25.0%
A1110.1 · Municipal Court PS	266.67	800.01	3,200.00	(2,399.99)	25.0%
A1110.2 · Fines - State share	425.00	705.00	7,000.00	(6,295.00)	10.07%
A1110.4 · Municipal Court CE	53.88	1,110.10	1,600.00	(489.90)	69.38%
A1111.1 · Secretary to Justice	0.00	0.00	700.00	(700.00)	0.0%
A1220.1 · Supervisor PS	900.00	900.00	3,600.00	(2,700.00)	25.0%
A1220.4 · Supervisor CS	0.00	0.00	1,000.00	(1,000.00)	0.0%
A1220.5 · Newsletter Expense	0.00	173.91	1,000.00	(826.09)	17.39%
A1221.1 · Deputy Supervisor PS	0.00	0.00	100.00	(100.00)	0.0%
A1315.1 · Bookkeeper PS	275.00	825.00	3,300.00	(2,475.00)	25.0%
A1315.4 · Bookkeeper CS	0.00	0.00	1,600.00	(1,600.00)	0.0%
A1355.1 · Assessors PS	333.33	999.99	4,100.00	(3,100.01)	24.39%
A1355.2 · Board of Review	0.00	0.00	250.00	(250.00)	0.0%
A1355.4 · Assessors CE	53.88	160.08	1,000.00	(839.92)	16.01%
A1410.1 · Clerk PS	416.67	1,250.01	5,000.00	(3,749.99)	25.0%
A1410.4 · Clerk CE	15.58	475.58	2,000.00	(1,524.42)	23.78%
A1420.4 · Attorney CE	583.37	1,750.11	8,000.00	(6,249.89)	21.88%
A1620.4 · Town Offices CE	1,572.55	3,200.81	11,500.00	(8,299.19)	27.83%
A1680.4 · Informaton Technology CE	0.00	0.00	4,200.00	(4,200.00)	0.0%
A1910.4 · Unallocated Insurance CE	0.00	0.00	25,000.00	(25,000.00)	0.0%
A1920.4 · Municipal Association Dues CE	0.00	500.00	500.00	0.00	100.0%
A1990.4 · Contingencies	0.00	0.00	5,250.00	(5,250.00)	0.0%
A3510.1 · Dog Warden PS	183.33	549.99	2,200.00	(1,650.01)	25.0%
A3510.4 · Dog Warden CE	15.00	434.50	1,200.00	(765.50)	36.21%
A4020.1 · Registrar Vital Statistics	0.00	0.00	35.00	(35.00)	0.0%
A5010.1 · Highway & Street Admin PS	2,923.08	8,769.24	38,950.00	(30,180.76)	22.51%

Town of Berkshire Profit & Loss Budget vs. Actual January through March 2014

	TOTAL				
	Mar 14	Jan - Mar 14	Budget	\$ Over Budget	% of Budget
A5010.4 · Highway & Street Admin CE	0.00	215.00	250.00	(35.00)	86.0%
A5132.2 · Garage - Capital Repairs	0.00	0.00	9,000.00	(9,000.00)	0.0%
A5132.4 · Garage CE	961.07	1,641.67			
A5182.4 · Street Lighting	611.93	2,332.14	6,500.00	(4,167.86)	35.88%
A7110.4 · Parks	0.00	0.00	3,500.00	(3,500.00)	0.0%
A7320.4 · Joint Youth Project	0.00	0.00	1,350.00	(1,350.00)	0.0%
A7410.4 · Library CE	0.00	8,000.00	8,000.00	0.00	100.0%
A7450.4 · Museum CE	0.00	120.00	120.00	0.00	100.0%
A7510.4 · Historian	0.00	0.00	100.00	(100.00)	0.0%
A7610.4 · Northern Tioga Neighbor Network	0.00	0.00	250.00	(250.00)	0.0%
A8010.1 · Code Enforcement PS	333.33	999.99	4,100.00	(3,100.01)	24.39%
A8010.4 · Code Enforcement CE	147.71	147.71	4,373.00	(4,225.29)	3.38%
A8020.4 · Planning CE	0.00	0.00	500.00	(500.00)	0.0%
A8989.0 · Community Hall Renovation	0.00	0.00	1,500.00	(1,500.00)	0.0%
A9010.8 · State Retirement	0.00	0.00	13,750.00	(13,750.00)	0.0%
A9030.8 · Social Security	522.59	1,246.50	5,500.00	(4,253.50)	22.66%
A9040.8 · Workers Compensation	0.00	16,537.95	33,000.00	(16,462.05)	50.12%
A9050.8 · Unemployment Expense	0.00	77.85			
A9060.8 · Medical Insurance - Hwy Super	1,533.43	4,450.77	19,200.00	(14,749.23)	23.18%
Total A522 · Expenditures	13,327.40	59,573.91	248,078.00	(188,504.09)	24.01%
Total Expense	13,327.40	59,573.91	248,078.00	(188,504.09)	24.01%
Other Income					
Fire District	0.00	119,032.00	119,032.00	0.00	100.0%
Total Other Income	0.00	119,032.00	119,032.00	0.00	100.0%
Other Expense					
Fire District	0.00	119,032.00			
Total Other Expense	0.00	119,032.00			
Net Other Income	0.00	0.00	119,032.00	(119,032.00)	0.0%
Net Income	(2,885.33)	44,951.30	99,309.00	(54,357.70)	45.26%

Town of Berkshire - Highway Fund
Balance Sheet
As of March 31, 2014

	<u>Mar 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
DA200 · Checking	3,153.07
DA201 · Municipal Savings Account	400,828.59
DA231 · Hwy Capital Reserve fund	84,500.00
DA231.1 · Sidewalk Reserve	<u>14,000.00</u>
Total Checking/Savings	<u>502,481.66</u>
Total Current Assets	<u>502,481.66</u>
TOTAL ASSETS	<u><u>502,481.66</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
DA602 · Stale Dated Checks	<u>969.80</u>
Total Other Current Liabilities	<u>969.80</u>
Total Current Liabilities	<u>969.80</u>
Total Liabilities	969.80
Equity	
3900 · Retained Earnings	312.02
DA878 · Capital Reserve-Hwy Equip	84,500.00
DA878.1 · Capital Reserve-Sidewalks	14,000.00
DA914 · Fund Balance Appropriated	63,000.00
DA917 · Fund Balance Unappropriated	72,394.35
Net Income	<u>267,305.49</u>
Total Equity	<u>501,511.86</u>
TOTAL LIABILITIES & EQUITY	<u><u>502,481.66</u></u>

Town of Berkshire - Highway Fund
Profit & Loss Budget vs. Actual
January through March 2014

	TOTAL				
	Mar 14	Jan - Mar 14	Budget	\$ Over Budget	% of Budget
Income					
DA980 · Revenues					
DA1001 · Real Property Taxes	0.00	338,100.00	338,100.00	0.00	100.0%
DA1120 · Non Property Taxes (Sales)	0.00	0.00	30,000.00	(30,000.00)	0.0%
DA2401 · Income and Earnings	13.00	26.19			
DA3501 · CHIPS	0.00	0.00	94,000.00	(94,000.00)	0.0%
Total DA980 · Revenues	13.00	338,126.19	462,100.00	(123,973.81)	73.17%
Total Income	13.00	338,126.19	462,100.00	(123,973.81)	73.17%
Expense					
66900 · Reconciliation Discrepancies	0.00	0.02			
DA522 · Expenditures					
DA51101 · General Repairs - PR	0.00	0.00	115,500.00	(115,500.00)	0.0%
DA51104 · General Repairs - CE	0.00	3,990.00	50,000.00	(46,010.00)	7.98%
DA51105 · Sidewalks	0.00	0.00	5,000.00	(5,000.00)	0.0%
DA51122 · Capital Outlay CHIPS	0.00	6,559.50	73,000.00	(66,440.50)	8.99%
DA51304 · Machinery CE	6,432.57	10,237.19	45,000.00	(34,762.81)	22.75%
DA51421 · Snow Removal PR	10,174.08	28,190.81	60,450.00	(32,259.19)	46.64%
DA51424 · Snow Removal CE	4,716.72	7,219.43	50,000.00	(42,780.57)	14.44%
DA89894 · Community Cleanup	0.00	0.00	4,000.00	(4,000.00)	0.0%
DA90108 · State Retirement	0.00	0.00	21,250.00	(21,250.00)	0.0%
DA90308 · Social Security	1,025.03	2,712.42	12,000.00	(9,287.58)	22.6%
DA90408 · Workers Compensaton	0.00	7,430.09	15,000.00	(7,569.91)	49.53%
DA90604 · Benefit inlieu of Health Ins.	3,225.00	3,225.00	12,900.00	(9,675.00)	25.0%
DA90608 · Hospital & Medical Ins	665.50	1,256.24	8,000.00	(6,743.76)	15.7%
DA99019 · Transfer to Capital Reserve	0.00	0.00	50,000.00	(50,000.00)	0.0%
Total DA522 · Expenditures	26,238.90	70,820.68	522,100.00	(451,279.32)	13.57%
Total Expense	26,238.90	70,820.70	522,100.00	(451,279.30)	13.57%
Net Income	-26,225.90	267,305.49	-60,000.00	327,305.49	-445.51%

MAY



TOWN OF BERKSHIRE

18 Railroad Avenue
Berkshire, NY 13736

Phone 607-657-8678
Fax 607-657-8678

May 19, 2014

- Call Public Hearing on Local Law #1-2014 to Order
- Pledge of Allegiance
- Close Public Hearing

- Call April Meeting to Order
- Approval of Minutes - April 21, 2014 Regular Meeting

- Privilege of the Floor
- Reports:
 - County Planning Board – Tim Pollard
 - Highway Dept. – Karl Spoonhower
 - Town Attorney – Nick Canizio
 - Code Enforcement – Lee Virtue
 - Planning Board – Sarah Albrecht
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report

- Old Business:
 - Update on building clean up

- New Business:
 - Motion to approve Local Law 31-2014 Unsafe Building Ordinance

- Board Concerns
- Approval of Warrants
- Adjournment

TOWN OF BERKSHIRE

UNSAFE BUILDING ORDINANCE

**TOWN OF BERKSHIRE
UNSAFE BUILDING ORDINANCE**

Table of Contents

Section 1	Purpose and Intent.
Section 2	Definitions.
Section 3	Unsafe buildings prohibited; repair, Rehabilitation or demolition required.
Section 4	Inspection and report.
Section 5	Service of Notice.
Section 6	Contents of Notice.
Section 7	Filing a copy of Notice.
Section 8	Emergency measures to vacate.
Section 9	Costs and Expenses.
Section 10	Penalties for offenses.
Section 11	Compliance with other regulations.
Section 12	Enforcement.
Section 13	When effective.

Section 1

The intent and purpose of this law is to promote the public health, safety and general welfare of the residents of the Town of Berkshire, hereinafter "Town" and the conservation of property and property values and to eliminate safety and health hazards.

SECTION 2

As used in this section, the following terms shall have the meanings indicated:

DANGEROUS OR UNSAFE BUILDINGS

All buildings or structures that have any or all of the following defects shall be deemed dangerous buildings:

A. Those that have improperly distributed loads upon the floors or roofs or in which the same are overloaded or that have insufficient strength to be reasonably safe for the purpose used.

B. Those that have been damaged by fire, wind or other causes so as to have become dangerous to life, safety, morals or the general health and welfare of the occupants of the Town.

C. Those that have become so dilapidated, decayed, unsafe, unsanitary or that so utterly fail to provide the basic amenities essential to decent living that they are unfit for human habitation or are likely to cause sickness or disease so as to work injury to health, safety or general welfare of those living therein.

D. Those having inadequate facilities for egress in case of fire or panic, or those having insufficient stairways, elevators, fire escapes or other means of communication.

E. Those that, because of their condition, are unsafe, unsanitary or dangerous to the health, safety or general welfare of the people of the Town.

SECTION 3

A. All buildings or structures that fit the definition of Section 2, herein, are hereby declared illegal and are prohibited and shall be abated by repair and rehabilitation or by demolition and removal in accordance with the procedure of this ordinance.

B. Any building damaged by fire, wind, water or other calamity shall be wholly repaired or removed within six months after the date on which such calamity occurs. Any Building or structure so damaged shall be immediately boarded up or sealed off from access by the public unless the damage is so confined solely to any chimney, smokestack, flue, gas vent, smoke pipe or connector, and the relevant and applicable provisions of the State Uniform Prevention Building Code are complied with and such damage is repaired.

SECTION 4

When, in the opinion of the Code Enforcement Officer or qualified designated agent, any building or structure located in the Town shall be deemed to be unsafe or dangerous to the public, he shall make a formal inspection thereof and thereafter prepare a written report thereof and file the same in his office.

SECTION 5

A. When it is determined by the Code Enforcement Officer or qualified designated agent, that any building or structure is dangerous or unsafe to the public, he shall promptly serve or cause to be served a notice on the owner or other persons having vested interest in such property or structure as hereinafter provided. In the event that there are tenants in said structure, said notice shall be served on both the owner and to the said tenants.

B. The aforementioned notice shall be served on the owner of the premises or some one of the owner's executors, legal representatives, agents, lessees or other persons having a vested or contingent interest in the same, or shown by the last completed assessment roll of the Town, either personally or by certified mail return receipt requested, addressed to the person intended to be served at the last known address listed or place of business. When the notice is served, the Code Enforcement Officer or qualified designated agent shall cause a copy of such notice to be posted on the premises.

SECTION 6

The notice referred to in Section 5 hereof shall contain the following:

A. A description of the premises.

B. a statement of the particulars in which the building or structure is unsafe or dangerous.

C. An Order requiring the building or structure to be made safe and secure or be removed.

D. A statement that the securing or removal of the structure or building shall commence within 10 days from the date of the service of the notice and shall be completed within 30 days therein. The Code Enforcement officer or qualified designated agent may extend the time of compliance specified in the notice, where there is evidence of intent to comply within the time specified and conditions exist which prevent immediate compliance. In granting any such extension of time the Code Enforcement Officer or the designated agent may impose such conditions as may be deemed appropriate.

E. A statement that, in the event of the neglect or refusal of the person served with the notice to comply with the same, a hearing will be held before the Town Board, notice of which time and place thereof to be specified in the notice to the owners referred to in Section 5 hereof.

F. A statement that, in the event the Town Board, after a hearing specified in subsection "E" hereof, shall determine that the building or structure is unsafe or dangerous to the public, the Town Board may order the building or structure to be repaired and secured or taken down and removed.

G. A statement that, in the event that the building or structure shall be determined by the Town Board to be unsafe or dangerous and in the event of the neglect or refusal of the owner to repair or remove the same within the time provided, the Town may remove such building or structure by whatever means it deems appropriate and may assess all costs and expenses incurred by the Town in connection with the proceeding to remove or secure, including the cost of actually removing said building or structure, against the land on which said buildings or structures are located. The statement shall also provide that the Town may proceed by the appropriate means to ensure compliance with this law through the Supreme Court of the State of New York.

SECTION 7

A copy of the notice referred in Section 5 hereof may be filed with the County Clerk of the county within which said building or structure is located, which notice shall be filed by such Clerk in the same manner as a notice of pendency pursuant to Article 65 of the Civil procedure law and Rules and shall have the same effect as a notice of pendency as therein provided, except as otherwise hereinafter provided in this section. A notice so filed shall be effective for a period of one year from the date of filing; provided, however, that it may be vacated upon the order of a judge or justice of a court of record or upon the consent of the Town Attorney. The Clerk of the county where such notice is filed shall mark such notice in any record or docket thereof as cancelled of record, upon the presentation and filing of such consent or certified copy of such order.

SECTION 8

If the Code Enforcement Officer or designated agent determines in his inspection of any building or structure that there is actual and immediate danger of failure or collapse so as to endanger life, he shall promptly require the building or structure, or portion thereof, to be vacated forthwith and not to be reoccupied until the specific repairs are completed, inspected and approved by the Code Enforcement Officer or designated agent. For this purpose, he may enter such building or structure or land on which it stands or adjoining land or structures with such assistance and at such cost as may be necessary. He may also order adjacent structures to be vacated and may protect the public by appropriate barricades or such other means as may be necessary and, for this purpose, may close a public or private right-of-way. He shall cause to be posted at such entrance to such building or structure a notice stating, **“This building is unsafe and its use or occupancy has been prohibited by the Code Enforcement Officer or designated agent of the Town of Berkshire.”** Such notice shall remain posted until the required repairs are made or demolition is completed. It shall be unlawful for any person, firm or corporation or their agents or other persons to remove such notice without written permission of the Code Enforcement Officer or designated agent or for any person to enter the building except for the purpose of making the required repairs or demolition thereof.

SECTION 9

All costs and expenses incurred by the Town of Berkshire in connection with any proceedings or any work done to remove the danger or in connection with the demolition and removal of any such building or structure shall be assessed against the land on which said building or structure is located, and a statement of such expense shall be presented to the owner of the property, or if the owner cannot be ascertained or located, then such statement shall be posted in a conspicuous place on the premises. Such assessment shall be and constitute a lien upon such land. If the owner shall fail to pay such expenses within 10 days after the statement is presented or posted, a legal action may be brought to collect such assessment or to foreclose such lien. As an alternative to the maintenance of any such action, the Code Enforcement Officer or designated agent may file a certificate of the actual expenses incurred as aforesaid, together with a statement identifying the property in connection with which the expenses were incurred and the owners thereof, with the Town Assessor, who shall, in the preparation of the next assessment roll, assess such amount upon such property. Such amount shall be included in the levy against such property, shall constitute a lien and shall be collected and enforced in the same manner, by the same proceedings, at the same time and under the same penalties as is provided by law for the collection and enforcement of real property taxes in the Town of Berkshire.

SECTION 10

Any person who neglects, or fails to comply with any order or notice issued hereunder shall be guilty of an offense punishable by a fine not to exceed \$250.00 or by imprisonment for a term not to exceed 15 days, or by both such fine or imprisonment. Each week's continued violation shall constitute a separate offense or violation. Nothing in this ordinance shall be construed as depriving the Town of Berkshire of any other available remedy relevant to a violation of this ordinance.

SECTION 11

No provision of this ordinance shall be construed so as to relieve any person from complying with the provisions of Chapter 195, Zoning, Chapter 109, Electrical Standards, of the New York State Uniform Fire Prevention and Building Code or any applicable law, rule or regulation established by the Town Board; provided, however, that the time limit set forth in this ordinance shall apply if in conflict with the provisions of any other law, rule or regulation.

SECTION 12

The Town Code Enforcement Officer or designated agent shall enforce the provisions of this ordinance. The Town Board may, by resolution, designate an authorized representative to enforce the provisions of this ordinance in the absence of, or in the event of, the inability of the Code Enforcement Officer or designated agent to so enforce.

SECTION 13

This ordinance shall take effect immediately upon its filing with the Secretary of State in accordance with section 27 of the Municipal Home Rule Law.

Town of Berkshire
Regular Meeting
April 21, 2014

The town of Berkshire held their regular meeting in the boardroom.
In attendance was Lillian Hoffmier, Fraser Williams, Ron McEwen, Ronald Sharp,
and John Stoughton.

Maurice Stoughton presented the Town board with a picture of the Town from the
East side of the Town (1930's) interesting picture to hang in the board room One at
he library and one in Board room.

Approval of minutes by Lillian Hoffmier seconded by Ronald Sharp. Ayes: Hoffmier,
Williams, McEwen, Sharp and Stoughton. Noes: None. Carried.

Privilege of t he Floor: None

Reports:

A: County Planning Board - no meeting

B: Highway Dept. - absent

C: Town Attorney - N Canizio – gave Board a copy of proposed ordinance and
explained

D: Code Enforcement - Computer off

E: Planning Board -

F: Town Clerk: report passed

G: Dog Control – report read

H: Justice Court - absent

I: Assessor Report - Grievance Day will be 5-29-14 4-8 PM

J: Supervisor report - Financial sheet attached looks in good shape

Old Business:

Fraser Williams has been looking for a rug to put into the Town Board Room instead
of the tile. Handouts for floor and cleaners presented. A motion to purchase the rug
was made by Williams and seconded by Hoffmier for \$5119.15. Approval by board:
Hoffmier, Williams, McEwen, Sharp and Stoughton. Nays: None Carried. Ron Sharp
will look into a cleaner.

BCA came to Town about purchasing the Community Center and was informed that
the Fire Commissioners have no desire to sell and was therefore a mute issue.

Authorize Bret Welch to mow the lawns again this year. Motion made by Lillian
Hoffmier seconded by Fraser Williams Ayes: Hoffmier, Williams, McEwen, Sharp
and Stoughton Noes: None Carried

New Business:

Landscaping of Welcome signs on North and South ends of Town to redo with new plants replace old one use brown mulch not to exceed \$925.00. Motion by Ronald Sharp seconded by John Stoughton. Ayes: Hoffmier, Williams, McEwen, Sharp and Stoughton. Noes: none Carried.

The Board acknowledged Frank Kunik for his part in Twin Tiers Honor Flight to Washington DC on April 12.

Acknowledge the work of the Town Survey Committee for their hard work in making the survey possible. Thanks to Sarah Albrecht, Jerry Action, Carol Kania,, Bill Leonard, and Tara McKenzie for all their hard work on this project.

Survey may be dropped off at at the library.

Supervisor asked for permission to establish Membership account at Sam's Club for tax-exempt. Motion made by Ronald Sharp seconded by Fraser Williams. Ayes: Hoffmier, Williams, McEwen, Sharp and Stoughton. Noes: None. Carried.

Warrants: Highway #38- #50 \$22,057.31

General #37 -#47 \$5,532.44 Motion to pay as audited John Stoughton seconded by Lillian Hoffmier. Ayes: Hoffmier, Williams. McEwen, Sharp and Stoughton. Noes: None. Carried

Motion to adjourn at 8:08 PM by Fraser Williams, seconded by Lillian Hoffmier and Carried

Respectively Submitted:

Constance M Liddington Town Clerk
April 2013

Town of Berkshire
Balance Sheet
As of April 30, 2014

	<u>Apr 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
A200 · Checking	723.98
A201 · Municipal Savings Account	244,539.10
A231 · Building Capital Reserve	7,579.07
Total Checking/Savings	<u>252,842.15</u>
Total Current Assets	<u>252,842.15</u>
TOTAL ASSETS	<u><u>252,842.15</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A602 · Stale Dated Checks	1,537.80
Total Other Current Liabilities	<u>1,537.80</u>
Total Current Liabilities	<u>1,537.80</u>
Total Liabilities	1,537.80
Equity	
3900 · Retained Earnings	574.38
A878 · Capital Reserve Building	7,579.07
A914 · Fund Balance Appropriated	20,000.00
A917 · Fund Balance Unappropriated	171,811.59
Net Income	51,339.31
Total Equity	<u>251,304.35</u>
TOTAL LIABILITIES & EQUITY	<u><u>252,842.15</u></u>

**Town of Berkshire
Profit & Loss Budget vs. Actual
January through April 2014**

	TOTAL				
	Apr 14	Jan - Apr 14	Budget	\$ Over Budget	% of Budget
Income					
A980 · Revenues					
A1001.1 · Real Property Taxes	0.00	83,605.00	83,605.00	0.00	100.0%
A1090 · Interest & Penalty-Property Tax	0.00	640.60	3,500.00	(2,859.40)	18.3%
A1120 · SalesTax	15,370.58	34,229.26	100,000.00	(65,770.74)	34.23%
A1170 · Franchises	0.00	0.00	5,500.00	(5,500.00)	0.0%
A1255 · Clerk Fees	0.00	40.63	1,500.00	(1,459.37)	2.71%
A1255.1 · Newsletter	0.00	90.00	1,000.00	(910.00)	9.0%
A1550 · Dog Control Fees	0.00	0.00	700.00	(700.00)	0.0%
A2401 · Interest & Earnings	6.02	21.70			
A2544 · Dog Licenses	0.00	229.62	750.00	(520.38)	30.62%
A2555 · Building Permits	0.00	145.00	800.00	(655.00)	18.13%
A2610 · Fines & Foreited Bail	0.00	900.00	8,000.00	(7,100.00)	11.25%
A3001 · State Revenue Sharing	0.00	0.00	11,000.00	(11,000.00)	0.0%
A3005 · Mortgage Tax	0.00	0.00	12,000.00	(12,000.00)	0.0%
Total A980 · Revenues	15,376.60	119,901.81	228,355.00	(108,453.19)	52.51%
Total Income	15,376.60	119,901.81	228,355.00	(108,453.19)	52.51%
Expense					
A522 · Expenditures					
A1010.1 · Legislative Board PS	0.00	1,200.00	4,800.00	(3,600.00)	25.0%
A1110.1 · Municipal Court PS	266.67	1,066.68	3,200.00	(2,133.32)	33.33%
A1110.2 · Fines - State share	75.00	780.00	7,000.00	(6,220.00)	11.14%
A1110.4 · Municipal Court CE	53.14	1,163.24	1,600.00	(436.76)	72.7%
A1111.1 · Secretary to Justice	0.00	0.00	700.00	(700.00)	0.0%
A1220.1 · Supervisor PS	0.00	900.00	3,600.00	(2,700.00)	25.0%
A1220.4 · Supervisor CS	84.99	84.99	1,000.00	(915.01)	8.5%
A1220.5 · Newsletter Expense	0.00	173.91	1,000.00	(826.09)	17.39%
A1221.1 · Deputy Supervisor PS	0.00	0.00	100.00	(100.00)	0.0%
A1315.1 · Bookkeeper PS	275.00	1,100.00	3,300.00	(2,200.00)	33.33%
A1315.4 · Bookkeeper CS	118.99	118.99	1,600.00	(1,481.01)	7.44%
A1355.1 · Assessors PS	333.33	1,333.32	4,100.00	(2,766.68)	32.52%
A1355.2 · Board of Review	0.00	0.00	250.00	(250.00)	0.0%
A1355.4 · Assessors CE	53.14	213.22	1,000.00	(786.78)	21.32%
A1410.1 · Clerk PS	416.67	1,666.68	5,000.00	(3,333.32)	33.33%
A1410.4 · Clerk CE	0.00	475.58	2,000.00	(1,524.42)	23.78%
A1420.4 · Attorney CE	583.37	2,333.48	8,000.00	(5,666.52)	29.17%
A1620.4 · Town Offices CE	571.71	3,772.52	11,500.00	(7,727.48)	32.81%
A1680.4 · Informaton Technology CE	0.00	0.00	4,200.00	(4,200.00)	0.0%
A1910.4 · Unallocated Insurance CE	0.00	0.00	25,000.00	(25,000.00)	0.0%
A1920.4 · Municipal Association Dues CE	0.00	500.00	500.00	0.00	100.0%
A1990.4 · Contingencies	0.00	0.00	5,250.00	(5,250.00)	0.0%
A3510.1 · Dog Warden PS	183.33	733.32	2,200.00	(1,466.68)	33.33%
A3510.4 · Dog Warden CE	55.50	490.00	1,200.00	(710.00)	40.83%
A4020.1 · Registrar Vital Statistics	0.00	0.00	35.00	(35.00)	0.0%
A5010.1 · Highway & Street Admin PS	4,713.48	13,482.72	38,950.00	(25,467.28)	34.62%
A5010.4 · Highway & Street Admin CE	0.00	215.00	250.00	(35.00)	86.0%
A5132.2 · Garage - Capital Repairs	0.00	0.00	9,000.00	(9,000.00)	0.0%
A5132.4 · Garage CE	53.15	1,694.82			
A5182.4 · Street Lighting	604.12	2,936.26	6,500.00	(3,563.74)	45.17%
A6989.4 · Other Economic Dev.-REAP	277.00	277.00	277.00	0.00	100.0%
A7110.4 · Parks	0.00	0.00	3,500.00	(3,500.00)	0.0%
A7320.4 · Joint Youth Project	0.00	0.00	1,350.00	(1,350.00)	0.0%
A7410.4 · Library CE	0.00	8,000.00	8,000.00	0.00	100.0%
A7450.4 · Museum CE	0.00	120.00	120.00	0.00	100.0%
A7510.4 · Historian	0.00	0.00	100.00	(100.00)	0.0%
A7610.4 · Northern Tioga Neighbor Network	0.00	0.00	250.00	(250.00)	0.0%
A8010.1 · Code Enforcement PS	333.33	1,333.32	4,100.00	(2,766.68)	32.52%
A8010.4 · Code Enforcement CE	0.00	147.71	4,373.00	(4,225.29)	3.38%
A8020.4 · Planning CE	84.99	84.99	500.00	(415.01)	17.0%
A8989.0 · Community Hall Renovation	0.00	0.00	1,500.00	(1,500.00)	0.0%
A9010.8 · State Retirement	0.00	0.00	13,750.00	(13,750.00)	0.0%
A9030.8 · Social Security	498.93	1,745.43	5,500.00	(3,754.57)	31.74%
A9040.8 · Workers Compensation	0.00	16,537.95	33,000.00	(16,462.05)	50.12%
A9050.8 · Unemployment Expense	0.00	77.85			

10:45 AM
 05/12/14
 Accrual Basis

Town of Berkshire
Profit & Loss Budget vs. Actual
 January through April 2014

	TOTAL				
	Apr 14	Jan - Apr 14	Budget	\$ Over Budget	% of Budget
A9060.8 · Medical Insurance - Hwy Super	2,917.34	7,368.11	19,200.00	(11,831.89)	38.38%
Total A522 · Expenditures	12,553.18	72,127.09	248,355.00	(176,227.91)	29.04%
Total Expense	12,553.18	72,127.09	248,355.00	(176,227.91)	29.04%
Net Ordinary Income	2,823.42	47,774.72	(20,000.00)	67,774.72	(238.87%)
Other Income					
Fire District Rev	0.00	119,032.00	119,032.00	0.00	100.0%
Total Other Income	0.00	119,032.00	119,032.00	0.00	100.0%
Other Expense					
Fire District	0.00	119,032.00			
Total Other Expense	0.00	119,032.00			
Net Other Income	0.00	0.00	119,032.00	(119,032.00)	0.0%
Net Income	2,823.42	47,774.72	99,032.00	(51,257.28)	48.24%

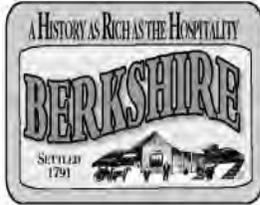
Town of Berkshire - Highway Fund
Balance Sheet
As of April 30, 2014

	<u>Apr 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
DA200 - Checking	3,153.05
DA201 - Municipal Savings Account	362,431.06
DA231 - Hwy Capital Reserve fund	84,500.00
DA231.1 - Sidewalk Reserve	14,000.00
Total Checking/Savings	<u>464,084.11</u>
Total Current Assets	<u>464,084.11</u>
TOTAL ASSETS	<u><u>464,084.11</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
DA602 - Stale Dated Checks	969.80
Total Other Current Liabilities	<u>969.80</u>
Total Current Liabilities	<u>969.80</u>
Total Liabilities	969.80
Equity	
3900 - Retained Earnings	312.02
DA878 - Capital Reserve-Hwy Equip	84,500.00
DA878.1 - Capital Reserve-Sidewalks	14,000.00
DA914 - Fund Balance Appropriated	63,000.00
DA917 - Fund Balance Unappropriated	72,394.35
Net Income	228,907.94
Total Equity	<u>463,114.31</u>
TOTAL LIABILITIES & EQUITY	<u><u>464,084.11</u></u>

Town of Berkshire - Highway Fund Profit & Loss Budget vs. Actual January through April 2014

	TOTAL				
	Apr 14	Jan - Apr 14	Budget	\$ Over Budget	% of Budget
Income					
DA980 - Revenues					
DA1001 - Real Property Taxes	0.00	338,100.00	338,100.00	0.00	100.0%
DA1120 - Non Property Taxes (Sales)	0.00	0.00	30,000.00	(30,000.00)	0.0%
DA2401 - Income and Earnings	11.83	38.02			
DA3501 - CHIPS	0.00	0.00	94,000.00	(94,000.00)	0.0%
Total DA980 - Revenues	11.83	338,138.02	462,100.00	(123,961.98)	73.17%
Total Income	11.83	338,138.02	462,100.00	(123,961.98)	73.17%
Expense					
66900 - Reconciliation Discrepancies	0.00	0.02			
DA522 - Expenditures					
DA51101 - General Repairs - PR	15,190.04	15,190.04	115,500.00	(100,309.96)	13.15%
DA51104 - General Repairs - CE	0.00	3,990.00	50,000.00	(46,010.00)	7.98%
DA51105 - Sidewalks	0.00	0.00	5,000.00	(5,000.00)	0.0%
DA51122 - Capital Outlay CHIPS	10,218.90	16,778.40	73,000.00	(56,221.60)	22.98%
DA51304 - Machinery CE	10,656.93	20,894.12	45,000.00	(24,105.88)	46.43%
DA51421 - Snow Removal PR	0.00	28,190.81	60,450.00	(32,259.19)	46.64%
DA51424 - Snow Removal CE	0.00	7,219.43	50,000.00	(42,780.57)	14.44%
DA89894 - Community Cleanup	0.00	0.00	4,000.00	(4,000.00)	0.0%
DA90108 - State Retirement	0.00	0.00	21,250.00	(21,250.00)	0.0%
DA90308 - Social Security	1,162.03	3,874.45	12,000.00	(8,125.55)	32.29%
DA90408 - Workers Compensaton	0.00	7,430.09	15,000.00	(7,569.91)	49.53%
DA90604 - Benefit inlieu of Health Ins.	0.00	3,225.00	12,900.00	(9,675.00)	25.0%
DA90608 - Hospital & Medical Ins	1,181.48	2,437.72	8,000.00	(5,562.28)	30.47%
DA99019 - Transfer to Capital Reserve	0.00	0.00	50,000.00	(50,000.00)	0.0%
Total DA522 - Expenditures	38,409.38	109,230.06	522,100.00	(412,869.94)	20.92%
Total Expense	38,409.38	109,230.08	522,100.00	(412,869.92)	20.92%
Net Income	-38,397.55	228,907.94	-60,000.00	288,907.94	-381.51%

JUNE



TOWN OF BERKSHIRE

18 Railroad Avenue
Berkshire, NY 13736

Phone 607-657-8678
Fax 607-657-8678

June 16, 2014

- Call June Regular Meeting to Order
- Pledge of Allegiance
- Approval of Minutes – May 19, 2014 Public Hearing and Regular Meeting
- **Privilege of the Floor**
- **Reports:**
 - County Planning Board – Tim Pollard
 - Highway Dept. – Karl Spoonhower
 - Town Attorney – Nick Canizio
 - Code Enforcement – Lee Virtue
 - Planning Board – Sarah Albrecht
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report
- **Old Business:**
 - Update on building clean up
 - Update on Town Survey Results
- **New Business:**
- **Board Concerns**
- **Approval of Warrants**
- **Adjournment**

Town of Berkshire
Public Hearing
May 19, 2014

The Town of Berkshire held a Public Hearing on Proposed Local Law #1-2014 Unsafe Building Ordinance in the Board Room at 6:30 PM. Attending the meeting was Lillian Hoffmier, Fraser Williams, Ron McEwen, Ronald Sharp and John Stoughton.

Supervisor McEwen led the Pledge of Allegiance.

Vice Chair of the Planning Board Sarah Albrecht offered concerns about the structure of the law and possibly inserting heading before each section. Jim Simmons asked several questions about the content of the law which the Town Attorney addressed.

The Public Hearing closed at 7:00.PM

The Supervisor called the Town on Berkshire regular meeting to order at 7:00 PM. All members were present.

Reports:

- A. County Planning board - absent
- B. Highway Dept. - absent
- C. Town Attorney – reported he had called CEO Lee Virtue with no answer
- D. Code Enforcement - absent
- E. Planning Board – Sarah Albrecht stated the Board had met with C Davis from Richford Planning Board but they had not yet had a follow-up meeting.
- F. Town Clerk - report not available
- G. Dog Control - absent
- H. Justice Court - absent
- I. Assessor - absent
- J. Supervisor report all reports attached to agenda and the Town finances are in good shape for this time of year.

Old Business:

Update on building Clean-Up Fraser and Lillian painting done.

New Business:

Motion was made by Fraser Williams and seconded by Ron Sharp to approve Local Law #1 2014.

Ayes: Lillian Hoffmier, Fraser William, Ron McEwen, Ron Sharp and John Stoughton.

Noes: None.

Carried.

Board Concerns:

None

Warrants:

General Fund #48 - #65 for \$5,207.62 and Highway Fund #51 - #69 for \$31,614.46

Motion to approve made by Lillian Hoffmier, seconded by Fraser Williams

Ayes: Lillian Hoffmier, Fraser Williams, Ron McEwen, Ron Sharp and John Stoughton.

Noes: None

Carried

Respectively Submitted

Constance M Liddington

Town Clerk

Town of Berkshire
Balance Sheet
As of May 31, 2014

	<u>May 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
A200 · Checking	705.51
A201 · Municipal Savings Account	248,411.80
A231 · Building Capital Reserve	7,579.07
Total Checking/Savings	<u>256,696.38</u>
Total Current Assets	<u>256,696.38</u>
TOTAL ASSETS	<u><u>256,696.38</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A602 · Stale Dated Checks	1,537.80
Total Other Current Liabilities	<u>1,537.80</u>
Total Current Liabilities	<u>1,537.80</u>
Total Liabilities	1,537.80
Equity	
3900 · Retained Earnings	574.38
A878 · Capital Reserve Building	7,579.07
A914 · Fund Balance Appropriated	20,000.00
A917 · Fund Balance Unappropriated	171,811.59
Net Income	55,193.54
Total Equity	<u>255,158.58</u>
TOTAL LIABILITIES & EQUITY	<u><u>256,696.38</u></u>

Town of Berkshire Profit & Loss Budget vs. Actual January through May 2014

	TOTAL				
	May 14	Jan - May 14	Budget	\$ Over Budget	% of Budget
Income					
A980 · Revenues					
A1001.1 · Real Property Taxes	0.00	83,605.00	83,605.00	0.00	100.0%
A1090 · Interest & Penalty-Property Tax	1,687.12	2,327.72	3,500.00	(1,172.28)	66.51%
A1120 · SalesTax	10,138.22	44,367.48	100,000.00	(55,632.52)	44.37%
A1170 · Franchises	0.00	0.00	5,500.00	(5,500.00)	0.0%
A1255 · Clerk Fees	0.00	40.63	1,500.00	(1,459.37)	2.71%
A1255.1 · Newsletter	1,020.00	1,110.00	1,000.00	110.00	111.0%
A1550 · Dog Control Fees	0.00	0.00	700.00	(700.00)	0.0%
A2401 · Interest & Earnings	6.50	28.20			
A2544 · Dog Licenses	88.00	317.62	750.00	(432.38)	42.35%
A2555 · Building Permits	0.00	145.00	800.00	(655.00)	18.13%
A2610 · Fines & Foreited Bail	1,320.00	2,220.00	8,000.00	(5,780.00)	27.75%
A3001 · State Revenue Sharing	0.00	0.00	11,000.00	(11,000.00)	0.0%
A3005 · Mortgage Tax	0.00	0.00	12,000.00	(12,000.00)	0.0%
Total A980 · Revenues	14,259.84	134,161.65	228,355.00	(94,193.35)	58.75%
Total Income	14,259.84	134,161.65	228,355.00	(94,193.35)	58.75%
Expense					
A522 · Expenditures					
A1010.1 · Legislative Board PS	0.00	1,200.00	4,800.00	(3,600.00)	25.0%
A1110.1 · Municipal Court PS	266.67	1,333.35	3,200.00	(1,866.65)	41.67%
A1110.2 · Fines - State share	780.00	1,560.00	7,000.00	(5,440.00)	22.29%
A1110.4 · Municipal Court CE	54.24	1,217.48	1,600.00	(382.52)	76.09%
A1111.1 · Secretary to Justice	0.00	0.00	700.00	(700.00)	0.0%
A1220.1 · Supervisor PS	0.00	900.00	3,600.00	(2,700.00)	25.0%
A1220.4 · Supervisor CS	0.00	84.99	1,000.00	(915.01)	8.5%
A1220.5 · Newsletter Expense	331.38	505.29	1,000.00	(494.71)	50.53%
A1221.1 · Deputy Supervisor PS	0.00	0.00	100.00	(100.00)	0.0%
A1315.1 · Bookkeeper PS	275.00	1,375.00	3,300.00	(1,925.00)	41.67%
A1315.4 · Bookkeeper CS	54.98	173.97	1,600.00	(1,426.03)	10.87%
A1355.1 · Assessors PS	341.67	1,674.99	4,100.00	(2,425.01)	40.85%
A1355.2 · Board of Review	0.00	0.00	250.00	(250.00)	0.0%
A1355.4 · Assessors CE	74.24	287.46	1,000.00	(712.54)	28.75%
A1410.1 · Clerk PS	416.67	2,083.35	5,000.00	(2,916.65)	41.67%
A1410.4 · Clerk CE	10.26	485.84	2,000.00	(1,514.16)	24.29%
A1420.4 · Attorney CE	583.37	2,916.85	8,000.00	(5,083.15)	36.46%
A1620.4 · Town Offices CE	1,459.07	5,231.59	11,500.00	(6,268.41)	45.49%
A1680.4 · Informaton Technology CE	162.93	162.93	4,200.00	(4,037.07)	3.88%
A1910.4 · Unallocated Insurance CE	0.00	0.00	25,000.00	(25,000.00)	0.0%
A1920.4 · Municipal Association Dues CE	0.00	500.00	500.00	0.00	100.0%
A1990.4 · Contingencies	0.00	0.00	5,250.00	(5,250.00)	0.0%
A3510.1 · Dog Warden PS	183.33	916.65	2,200.00	(1,283.35)	41.67%
A3510.4 · Dog Warden CE	100.00	590.00	1,200.00	(610.00)	49.17%
A4020.1 · Registrar Vital Statistics	0.00	0.00	35.00	(35.00)	0.0%

Town of Berkshire Profit & Loss Budget vs. Actual January through May 2014

	TOTAL				
	May 14	Jan - May 14	Budget	\$ Over Budget	% of Budget
A5010.1 · Highway & Street Admin PS	2,996.16	16,478.88	38,950.00	(22,471.12)	42.31%
A5010.4 · Highway & Street Admin CE	0.00	215.00	250.00	(35.00)	86.0%
A5132.2 · Garage - Capital Repairs	0.00	0.00	9,000.00	(9,000.00)	0.0%
A5132.4 · Garage CE	554.95	2,249.77			
A5182.4 · Street Lighting	475.31	3,411.57	6,500.00	(3,088.43)	52.49%
A6989.4 · Other Economic Dev.-REAP	0.00	277.00	277.00	0.00	100.0%
A7110.4 · Parks	0.00	0.00	3,500.00	(3,500.00)	0.0%
A7320.4 · Joint Youth Project	0.00	0.00	1,350.00	(1,350.00)	0.0%
A7410.4 · Library CE	0.00	8,000.00	8,000.00	0.00	100.0%
A7450.4 · Museum CE	0.00	120.00	120.00	0.00	100.0%
A7510.4 · Historian	0.00	0.00	100.00	(100.00)	0.0%
A7610.4 · Northern Tioga Neighbor Network	0.00	0.00	250.00	(250.00)	0.0%
A8010.1 · Code Enforcement PS	341.67	1,674.99	4,100.00	(2,425.01)	40.85%
A8010.4 · Code Enforcement CE	219.99	367.70	4,373.00	(4,005.30)	8.41%
A8020.4 · Planning CE	354.90	439.89	500.00	(60.11)	87.98%
A8989.0 · Community Hall Renovation	0.00	0.00	1,500.00	(1,500.00)	0.0%
A9010.8 · State Retirement	0.00	0.00	13,750.00	(13,750.00)	0.0%
A9030.8 · Social Security	368.82	2,114.25	5,500.00	(3,385.75)	38.44%
A9040.8 · Workers Compensation	0.00	16,537.95	33,000.00	(16,462.05)	50.12%
A9050.8 · Unemployment Expense	0.00	77.85			
A9060.8 · Medical Insurance - Hwy Super	0.00	7,368.11	19,200.00	(11,831.89)	38.38%
Total A522 · Expenditures	10,405.61	82,532.70	248,355.00	(165,822.30)	33.23%
Total Expense	10,405.61	82,532.70	248,355.00	(165,822.30)	33.23%
Net Ordinary Income	3,854.23	51,628.95	(20,000.00)	71,628.95	(258.15%)
Other Income					
Fire District Rev	0.00	119,032.00	119,032.00	0.00	100.0%
Total Other Income	0.00	119,032.00	119,032.00	0.00	100.0%
Other Expense					
Fire District	0.00	119,032.00			
Total Other Expense	0.00	119,032.00			
Net Other Income	0.00	0.00	119,032.00	(119,032.00)	0.0%
Net Income	3,854.23	51,628.95	99,032.00	(47,403.05)	52.13%

Town of Berkshire - Highway Fund
Balance Sheet
As of May 31, 2014

	<u>May 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
DA200 · Checking	3,143.05
DA201 · Municipal Savings Account	320,219.68
DA231 · Hwy Capital Reserve fund	84,500.00
DA231.1 · Sidewalk Reserve	14,000.00
Total Checking/Savings	<u>421,862.73</u>
Total Current Assets	<u>421,862.73</u>
TOTAL ASSETS	<u><u>421,862.73</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll Liabilities	-10.00
DA602 · Stale Dated Checks	969.80
Total Other Current Liabilities	<u>959.80</u>
Total Current Liabilities	<u>959.80</u>
Total Liabilities	959.80
Equity	
3900 · Retained Earnings	312.02
DA878 · Capital Reserve-Hwy Equip	84,500.00
DA878.1 · Capital Reserve-Sidewalks	14,000.00
DA914 · Fund Balance Appropriated	63,000.00
DA917 · Fund Balance Unappropriated	72,394.35
Net Income	186,696.56
Total Equity	<u>420,902.93</u>
TOTAL LIABILITIES & EQUITY	<u><u>421,862.73</u></u>

Town of Berkshire - Highway Fund
Profit & Loss Budget vs. Actual
January through May 2014

	TOTAL				
	May 14	Jan - May 14	Budget	\$ Over Budget	% of Budget
Income					
DA980 · Revenues					
DA1001 · Real Property Taxes	0.00	338,100.00	338,100.00	0.00	100.0%
DA1120 · Non Property Taxes (Sales)	0.00	0.00	30,000.00	(30,000.00)	0.0%
DA2401 · Income and Earnings	11.48	49.50			
DA3501 · CHIPS	0.00	0.00	94,000.00	(94,000.00)	0.0%
Total DA980 · Revenues	11.48	338,149.50	462,100.00	(123,950.50)	73.18%
Total Income	11.48	338,149.50	462,100.00	(123,950.50)	73.18%
Expense					
66900 · Reconciliation Discrepancies	0.00	0.02			
DA522 · Expenditures					
DA51101 · General Repairs - PR	11,141.44	26,331.48	115,500.00	(89,168.52)	22.8%
DA51104 · General Repairs - CE	17,012.07	21,002.07	50,000.00	(28,997.93)	42.0%
DA51105 · Sidewalks	0.00	0.00	5,000.00	(5,000.00)	0.0%
DA51122 · Capital Outlay CHIPS	0.00	16,778.40	73,000.00	(56,221.60)	22.98%
DA51304 · Machinery CE	4,396.69	25,290.81	45,000.00	(19,709.19)	56.2%
DA51421 · Snow Removal PR	0.00	28,190.81	60,450.00	(32,259.19)	46.64%
DA51424 · Snow Removal CE	7,670.40	14,889.83	50,000.00	(35,110.17)	29.78%
DA89894 · Community Cleanup	1,149.93	1,149.93	4,000.00	(2,850.07)	28.75%
DA90108 · State Retirement	0.00	0.00	21,250.00	(21,250.00)	0.0%
DA90308 · Social Security	852.33	4,726.78	12,000.00	(7,273.22)	39.39%
DA90408 · Workers Compensaton	0.00	7,430.09	15,000.00	(7,569.91)	49.53%
DA90604 · Benefit inlieu of Health Ins.	0.00	3,225.00	12,900.00	(9,675.00)	25.0%
DA90608 · Hospital & Medical Ins	0.00	2,437.72	8,000.00	(5,562.28)	30.47%
DA99019 · Transfer to Capital Reserve	0.00	0.00	50,000.00	(50,000.00)	0.0%
Total DA522 · Expenditures	42,222.86	151,452.92	522,100.00	(370,647.08)	29.01%
Total Expense	42,222.86	151,452.94	522,100.00	(370,647.06)	29.01%
Net Income	(42,211.38)	186,696.56	(60,000.00)	246,696.56	-311.16%

JULY



TOWN OF BERKSHIRE

18 Railroad Avenue
Berkshire, NY 13736

Phone 607-657-8678
Fax 607-657-8678

July 21, 2014

- Call July Regular Meeting to Order
- Pledge of Allegiance
- Approval of Minutes – June 16, 2014 Regular Meeting

- **Privilege of the Floor**

- **Reports:**
 - County Planning Board – Tim Pollard
 - Highway Dept. – Karl Spoonhower
 - Town Attorney – Nick Canizio
 - Code Enforcement – Lee Virtue
 - Planning Board – Sarah Albrecht
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report

- **Old Business:**
 - Update on Town Survey Results

- **New Business:**
 - Resolution Richford Tasty Treat
 - Resolution Requesting Traffic Study by State DOT
 - Resolution Authorizing Supervisor to Write Letters Requesting State to Resurface State Route 38 for 1.7 miles through Berkshire
 - Resolution to Purchase new computer for CEO not to exceed \$500.00
 - Resolution to Contract with Acme Pest Control for removal of rodents in building

- **Board Concerns**

- **Approval of Warrants**

- **Adjournment**

Town of Berkshire
Regular Meeting
June 16, 2014

The Town of Berkshire held their regular monthly meeting in the Town Hall. The meeting began at 7:00 PM
Lillian Hoffmier, Fraser Williams, Ron McEwen, Ronald Sharp and John Stoughton were in attendance.

Supervisor McEwen led the Pledge of Allegiance.

Motion to approve the May Minutes by Fraser Williams Seconded by Ronald Sharp.
Ayes: Lillian Hoffmier, Fraser Williams, Ron McEwen, Ronald Sharp and John Stoughton
Noes: None Carried

Privilege of the floor

Frank Kunik reports that Bill Ward didn't show-up for Grievance Day Need the Board should consider a new appointment for next year.

Reports

- a. County Planning Board--absent
- b. Highway Department--Karl Spoonhower reports the present grader is no longer in working condition. He has found a used grader in Pennsylvania. Motion Fraser Williams to authorize Karl to purchase the grader for \$19,700, which was seconded by Ron Sharp. Ayes: Hoffmier, Williams, McEwen, Sharp and Stoughton
Noes: None. Carried
- c. Code Enforcement: Lee Virtue gave a status update on current problems
- d. Town Attorney: We are getting closer to resolving the issue of removing the trailer on Brown Rd.
- e. Planning Board - Sarah Albrecht
- f. Town Clerk: Report given to McEwen
- g. Dog Control - absent
- h. Justice Court - absent
- i. Assessor Court - absent
- j. Supervisor--Town Survey presentation ready for Sat June 30th Report has been reviewed by Jerry Acton & John Stoughton

Old Business

Update on clean up of building-- need a cleaner

New Business

Motion made by Lillian Hoffmier to Purchase of a new rug cleaner that is not over \$475.00 seconded by Ron McEwen. Ayes: Hoffmier, Williams, McEwen, Sharp and Stoughton. Noes: None Carried

Warrants

Highway Fund #70-#86 \$36,988.58 and General Fund #66-81 \$30,122.55 Motion by John Stoughton seconded by Ronald Sharp Ayes: Hoffmier, Williams, McEwen, Sharp, and Stoughton. Noes: None. Carried.

Motion to adjourn at 8:10 PM made by Ron Sharp Seconded by Lillian Hoffmier.
5 ayes 0 Noes

Respectfully Submitted:
Constance M Liddington
Town Clerk.

Town of Berkshire
Balance Sheet
As of June 30, 2014

	<u>Jun 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
A200 - Checking	705.51
A201 - Municipal Savings Account	226,857.13
A231 - Building Capital Reserve	7,579.07
Total Checking/Savings	<u>235,141.71</u>
Total Current Assets	<u>235,141.71</u>
TOTAL ASSETS	<u><u>235,141.71</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A602 - Stale Dated Checks	1,537.80
Total Other Current Liabilities	<u>1,537.80</u>
Total Current Liabilities	<u>1,537.80</u>
Total Liabilities	1,537.80
Equity	
3900 - Retained Earnings	574.38
A878 - Capital Reserve Building	7,579.07
A914 - Fund Balance Appropriated	20,000.00
A917 - Fund Balance Unappropriated	171,811.59
Net Income	33,638.87
Total Equity	<u>233,603.91</u>
TOTAL LIABILITIES & EQUITY	<u><u>235,141.71</u></u>

Town of Berkshire Profit & Loss Budget vs. Actual January through June 2014

	TOTAL				
	Jun 14	Jan - Jun 14	Budget	\$ Over Budget	% of Budget
Income					
A980 - Revenues					
A1001.1 - Real Property Taxes	0.00	83,605.00	83,605.00	0.00	100.0%
A1090 - Interest & Penalty-Property Tax	0.00	2,327.72	3,500.00	(1,172.28)	66.51%
A1120 - SalesTax	9,574.61	53,942.09	100,000.00	(46,057.91)	53.94%
A1170 - Franchises	0.00	0.00	5,500.00	(5,500.00)	0.0%
A1255 - Clerk Fees	0.00	40.63	1,500.00	(1,459.37)	2.71%
A1255.1 - Newsletter	0.00	1,110.00	1,000.00	110.00	111.0%
A1550 - Dog Control Fees	0.00	0.00	700.00	(700.00)	0.0%
A2401 - Interest & Earnings	6.03	34.23			
A2544 - Dog Licenses	0.00	317.62	750.00	(432.38)	42.35%
A2555 - Building Permits	0.00	145.00	800.00	(655.00)	18.13%
A2610 - Fines & Foreited Bail	0.00	2,220.00	8,000.00	(5,780.00)	27.75%
A3001 - State Revenue Sharing	0.00	0.00	11,000.00	(11,000.00)	0.0%
A3005 - Mortgage Tax	5,483.87	5,483.87	12,000.00	(6,516.13)	45.7%
Total A980 - Revenues	15,064.51	149,226.16	228,355.00	(79,128.84)	65.35%
Total Income	15,064.51	149,226.16	228,355.00	(79,128.84)	65.35%
Expense					
A522 - Expenditures					
A1010.1 - Legislative Board PS	1,200.00	2,400.00	4,800.00	(2,400.00)	50.0%
A1110.1 - Municipal Court PS	266.67	1,600.02	3,200.00	(1,599.98)	50.0%
A1110.2 - Fines - State share	580.00	2,140.00	7,000.00	(4,860.00)	30.57%
A1110.4 - Municipal Court CE	73.80	1,291.28	1,600.00	(308.72)	80.71%
A1111.1 - Secretary to Justice	0.00	0.00	700.00	(700.00)	0.0%
A1220.1 - Supervisor PS	900.00	1,800.00	3,600.00	(1,800.00)	50.0%
A1220.4 - Supervisor CS	0.00	84.99	1,000.00	(915.01)	8.5%
A1220.5 - Newsletter Expense	0.00	505.29	1,000.00	(494.71)	50.53%
A1221.1 - Deputy Supervisor PS	0.00	0.00	100.00	(100.00)	0.0%
A1315.1 - Bookkeeper PS	275.00	1,650.00	3,300.00	(1,650.00)	50.0%
A1315.4 - Bookkeeper CS	0.00	173.97	1,600.00	(1,426.03)	10.87%
A1355.1 - Assessors PS	341.67	2,016.66	4,100.00	(2,083.34)	49.19%
A1355.2 - Board of Review	175.00	175.00	250.00	(75.00)	70.0%
A1355.4 - Assessors CE	73.81	361.27	1,000.00	(638.73)	36.13%
A1410.1 - Clerk PS	416.67	2,500.02	5,000.00	(2,499.98)	50.0%
A1410.4 - Clerk CE	0.00	485.84	2,000.00	(1,514.16)	24.29%
A1420.4 - Attorney CE	583.37	3,500.22	8,000.00	(4,499.78)	43.75%
A1620.2 - Building Capital Outlay	5,119.15	5,119.15			
A1620.4 - Town Offices CE	634.95	5,866.54	11,500.00	(5,633.46)	51.01%
A1680.4 - Informaton Technology CE	0.00	162.93	4,200.00	(4,037.07)	3.88%
A1910.4 - Unallocated Insurance CE	19,859.13	19,859.13	25,000.00	(5,140.87)	79.44%
A1920.4 - Municipal Association Dues CE	0.00	500.00	500.00	0.00	100.0%
A1990.4 - Contingencies	0.00	0.00	5,250.00	(5,250.00)	0.0%

Town of Berkshire Profit & Loss Budget vs. Actual January through June 2014

	TOTAL				
	Jun 14	Jan - Jun 14	Budget	\$ Over Budget	% of Budget
A3510.1 · Dog Warden PS	183.33	1,099.98	2,200.00	(1,100.02)	50.0%
A3510.4 · Dog Warden CE	0.00	590.00	1,200.00	(610.00)	49.17%
A4020.1 · Registrar Vital Statistics	0.00	0.00	35.00	(35.00)	0.0%
A5010.1 · Highway & Street Admin PS	2,996.16	19,475.04	38,950.00	(19,474.96)	50.0%
A5010.4 · Highway & Street Admin CE	0.00	215.00	250.00	(35.00)	86.0%
A5132.2 · Garage - Capital Repairs	0.00	0.00	9,000.00	(9,000.00)	0.0%
A5132.4 · Garage CE	73.81	2,323.58			
A5182.4 · Street Lighting	462.10	3,873.67	6,500.00	(2,626.33)	59.6%
A6989.4 · Other Economic Dev.-REAP	0.00	277.00	277.00	0.00	100.0%
A7110.4 · Parks	0.00	0.00	3,500.00	(3,500.00)	0.0%
A7320.4 · Joint Youth Project	0.00	0.00	1,350.00	(1,350.00)	0.0%
A7410.4 · Library CE	0.00	8,000.00	8,000.00	0.00	100.0%
A7450.4 · Museum CE	0.00	120.00	120.00	0.00	100.0%
A7510.4 · Historian	0.00	0.00	100.00	(100.00)	0.0%
A7610.4 · Northern Tioga Neighbor Network	0.00	0.00	250.00	(250.00)	0.0%
A8010.1 · Code Enforcement PS	341.67	2,016.66	4,100.00	(2,083.34)	49.19%
A8010.4 · Code Enforcement CE	0.00	367.70	4,373.00	(4,005.30)	8.41%
A8020.4 · Planning CE	0.00	439.89	500.00	(60.11)	87.98%
A8989.0 · Community Hall Renovation	0.00	0.00	1,500.00	(1,500.00)	0.0%
A9010.8 · State Retirement	0.00	0.00	13,750.00	(13,750.00)	0.0%
A9030.8 · Social Security	529.46	2,643.71	5,500.00	(2,856.29)	48.07%
A9040.8 · Workers Compensation	0.00	16,537.95	33,000.00	(16,462.05)	50.12%
A9050.8 · Unemployment Expense	0.00	77.85			
A9060.8 · Medical Insurance - Hwy Super	1,533.43	8,901.54	19,200.00	(10,298.46)	46.36%
Total A522 · Expenditures	36,619.18	119,151.88	248,355.00	(129,203.12)	47.98%
Total Expense	36,619.18	119,151.88	248,355.00	(129,203.12)	47.98%
Net Ordinary Income	(21,554.67)	30,074.28	(20,000.00)	50,074.28	(150.37%)
Other Income					
Fire District Rev	0.00	119,032.00	119,032.00	0.00	100.0%
Total Other Income	0.00	119,032.00	119,032.00	0.00	100.0%
Other Expense					
Fire District	0.00	119,032.00			
Total Other Expense	0.00	119,032.00			
Net Other Income	0.00	0.00	119,032.00	(119,032.00)	0.0%
Net Income	(21,554.67)	30,074.28	99,032.00	(68,957.72)	30.37%

Town of Berkshire - Highway Fund
Balance Sheet
As of June 30, 2014

	<u>Jun 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
DA200 - Checking	3,143.05
DA201 - Municipal Savings Account	269,339.98
DA231 - Hwy Capital Reserve fund	84,500.00
DA231.1 - Sidewalk Reserve	14,000.00
Total Checking/Savings	<u>370,983.03</u>
 Total Current Assets	 <u>370,983.03</u>
 TOTAL ASSETS	 <u><u>370,983.03</u></u>
 LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 - Payroll Liabilities	-10.00
DA602 - Stale Dated Checks	969.80
Total Other Current Liabilities	<u>959.80</u>
 Total Current Liabilities	 <u>959.80</u>
 Total Liabilities	 959.80
 Equity	
3900 - Retained Earnings	312.02
DA878 - Capital Reserve-Hwy Equip	84,500.00
DA878.1 - Capital Reserve-Sidewalks	14,000.00
DA914 - Fund Balance Appropriated	63,000.00
DA917 - Fund Balance Unappropriated	72,394.35
Net Income	135,816.86
Total Equity	<u>370,023.23</u>
 TOTAL LIABILITIES & EQUITY	 <u><u>370,983.03</u></u>

Town of Berkshire - Highway Fund
Profit & Loss Budget vs. Actual
January through June 2014

	TOTAL				
	Jun 14	Jan - Jun 14	Budget	\$ Over Budget	% of Budget
Income					
DA980 - Revenues					
DA1001 - Real Property Taxes	0.00	338,100.00	338,100.00	0.00	100.0%
DA1120 - Non Property Taxes (Sales)	0.00	0.00	30,000.00	(30,000.00)	0.0%
DA2401 - Income and Earnings	9.72	59.22			
DA3501 - CHIPS	0.00	0.00	94,000.00	(94,000.00)	0.0%
Total DA980 - Revenues	9.72	338,159.22	462,100.00	(123,940.78)	73.18%
Total Income	9.72	338,159.22	462,100.00	(123,940.78)	73.18%
Expense					
66900 - Reconciliation Discrepancies	0.00	0.02			
DA522 - Expenditures					
DA51101 - General Repairs - PR	11,838.00	38,169.48	115,500.00	(77,330.52)	33.05%
DA51104 - General Repairs - CE	7,122.72	28,124.79	50,000.00	(21,875.21)	56.25%
DA51105 - Sidewalks	0.00	0.00	5,000.00	(5,000.00)	0.0%
DA51122 - Capital Outlay CHIPS	0.00	16,778.40	73,000.00	(56,221.60)	22.98%
DA51302 - Mach-Equipment	19,750.00	19,750.00			
DA51304 - Machinery CE	8,361.84	33,652.65	45,000.00	(11,347.35)	74.78%
DA51421 - Snow Removal PR	0.00	28,190.81	60,450.00	(32,259.19)	46.64%
DA51424 - Snow Removal CE	0.00	14,889.83	50,000.00	(35,110.17)	29.78%
DA89894 - Community Cleanup	1,088.52	2,238.45	4,000.00	(1,761.55)	55.96%
DA90108 - State Retirement	0.00	0.00	21,250.00	(21,250.00)	0.0%
DA90308 - Social Security	987.84	5,714.62	12,000.00	(6,285.38)	47.62%
DA90408 - Workers Compensaton	0.00	7,430.09	15,000.00	(7,569.91)	49.53%
DA90604 - Benefit inlieu of Health Ins.	1,075.00	4,300.00	12,900.00	(8,600.00)	33.33%
DA90608 - Hospital & Medical Ins	665.50	3,103.22	8,000.00	(4,896.78)	38.79%
DA99019 - Transfer to Capital Reserve	0.00	0.00	50,000.00	(50,000.00)	0.0%
Total DA522 - Expenditures	50,889.42	202,342.34	522,100.00	(319,757.66)	38.76%
Total Expense	50,889.42	202,342.36	522,100.00	(319,757.64)	38.76%
Net Income	-50,879.70	135,816.86	-60,000.00	195,816.86	-226.36%

RESOLUTION 2014

Richford Tasty Treat Town Appreciation

Motion Moved by Board Member
Seconded by Board Member

WHEREAS: The Town wishes to thank the Richford Tasty Treat for their outstanding community involvement and to express their sincere appreciation for their donation to the community presentation on the Berkshire Survey Results, now; therefore be it

RESOLVED: That the Town Board does officially recognize the Richford Tasty Treat as an important asset to the Town of Berkshire for their community participation and their outstanding sense of giving back to the community and the residents, and be it further

RESOLVED: That a Certified Copy of this Resolution be given to the Richford Tasty Treat.

Ayes:

Nays:

Absent:

RESOLUTION 2014

Request to the State Department of
Transportation for Traffic Study in Town of
Berkshire

Motion Moved by Board Member
Seconded by Board Member

WHEREAS: The Town of Berkshire Town Board has been requested by the residents of the Town to lower the speed limit on State Route 38 between the welcome sign at the south end of Berkshire and the welcome sign at the north end of Berkshire, a distance of approximately 1.6 miles, and

WHEREAS: The Town Board does not have the authority to reduce the speed limit on a State Highway, and

WHEREAS: Before the State can take action to reduce the speed limit a traffic study must be done by the NYSDOT, and

WHEREAS: The Town Board feels that a reduction in speed limit from 40 MPH to 35 MPH, which would then be the same as the speed limit in Newark Valley to the south and Richford to the north, would be in the best interest of the residents and their children living in this section of town, now, therefore be it

RESOLVED: That the Town Board does officially request that a traffic study be conducted and that the final outcome be determined to reduce the speed limit from 40 MPH to 35 MPH in the area of State Route 38 designated above, and be it further

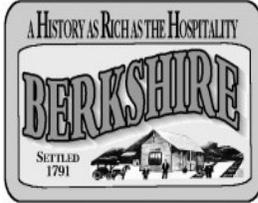
RESOLVED: That a Certified Copy of this Resolution be sent to the NYSDOT Region 9 office in Binghamton.

Ayes:

Nays:

Absent:

AUGUST



TOWN OF BERKSHIRE

18 Railroad Avenue
Berkshire, NY 13736

Phone 607-657-8678
Fax 607-657-8678

August 18, 2014

- Call August Regular Meeting to Order
- Pledge of Allegiance
- Approval of Minutes – July 21, 2014 Regular Meeting
- **Privilege of the Floor**
- **Reports:**
 - County Planning Board – Tim Pollard
 - Highway Dept. – Karl Spoonhower
 - Town Attorney – Nick Canizio
 - Code Enforcement – Lee Virtue
 - Planning Board – Sarah Albrecht
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report
- **Old Business:**
 - Ask Town Assessor to Attend September Board meeting for purpose of discussing property ownership for Town
- **New Business:**
 - Accept Letter of Resignation from Lee Virtue, CEO
 - Appoint Supervisor, Deputy Supervisor and Attorney to Negotiate Union Contract with Highway workers
- **Board Concerns**
- **Approval of Warrants**
- **Adjournment**

Town of Berkshire
Regular Meeting
July 21, 2014
Page 1

The Town of Board of the Town of Berkshire held their regular monthly meeting in the Board Room at 18 Railroad Ave.
014 in the board room, at 18 railroad Ave.,

Members attending were Lillian Hoffmier, Fraser Williams, Ron Sharp. And John Stoughton. Absent was Ron McEwen. Ronald Sharp presented the meeting at 7:00 PM

Ron Sharp led the Pledge of allegiance.

Approval of the minutes was made by Fraser Williams seconded by Lillian Hoffmier.

Ayes: Hoffmier, Williams Sharp. And Stoughton. Noes. None Carried.

Privilege of the Floor: None

Reports:

- a. County Planning Board absent
- b. Highway Dept. absent
- c. Town Atty: absent
- d. Code Enforcement; letter signed and let us get the trailer off.
- e. Planning Board: Sarah Albrecht says 2 people attended the meeting and checked out Planning Board
- f. Town Clerk-Report passed for Ronald McEwen
- g. Dog Control: absent
- h. Justice Court: absent
- i. Assessor Report: absent
- j. Supervisor : absent

Old Business:

Update on Town Survey Results, Put off till next meeting,

New Business:

Resolution- Richford Tasty Treat to approve by John Stoughton seconded by Fraser Williams.

Resolution to Purchase new computer for CEO to approve John Stoughton seconded by Lillian Hoffmier.

Motion to authorize Supervisor to write letters requesting state to resurface state route 38 for 1'6 miles thought Berkshire. Motion to approve by John Stoughton Seconded by Ronald Sharp.

Town of Berkshire
Regular Meeting
July 21, 2014
Page 2

New Business Con't.

Motion to Contact with Acme Pest Control for removal of rodents in building
Motion to approve by Fraser Williams seconded by Ronald Sharp.

Resolution requesting Traffic Study done by State DOT Motion by Fraser Williams
Seconded by John Stoughton.

Ayes: Hoffmier, Williams, Sharp, Stoughton. Noes: None. Carried

Board Concerns: Fraser Williams has sign owned by Doctor Kinney for the Town
Board to use Get Prices and discuss at next meeting.

Warrants: General #83 – 97 \$33,087.83 and Highway #87 –102 \$17,286.18
Motion to approve by Ronald Sharp seconded by John Stoughton. Carried.

Motion to adjourn made by John Stoughton seconded by Fraser Williams at 7:40 PM.

Respectively submitted:

Constance M Liddington
Town Clerk

Town of Berkshire
Balance Sheet
As of July 31, 2014

	<u>Jul 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
A200 · Checking	412.64
A201 · Municipal Savings Account	231,460.24
A231 · Building Capital Reserve	7,579.07
Total Checking/Savings	<u>239,451.95</u>
Total Current Assets	<u>239,451.95</u>
TOTAL ASSETS	<u><u>239,451.95</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A602 · Stale Dated Checks	1,537.80
Total Other Current Liabilities	<u>1,537.80</u>
Total Current Liabilities	<u>1,537.80</u>
Total Liabilities	1,537.80
Equity	
3900 · Retained Earnings	574.38
A878 · Capital Reserve Building	7,579.07
A914 · Fund Balance Appropriated	20,000.00
A917 · Fund Balance Unappropriated	171,811.59
Net Income	37,949.11
Total Equity	<u>237,914.15</u>
TOTAL LIABILITIES & EQUITY	<u><u>239,451.95</u></u>

Town of Berkshire Profit & Loss Budget vs. Actual January through July 2014

	TOTAL				
	Jul 14	Jan - Jul 14	Budget	\$ Over Budget	% of Budget
A980 · Revenues					
A1001.1 · Real Property Taxes	0.00	83,605.00	83,605.00	0.00	100.0%
A1090 · Interest & Penalty-Property Tax	952.10	3,279.82	3,500.00	(220.18)	93.71%
A1120 · SalesTax	15,816.96	69,759.05	100,000.00	(30,240.95)	69.76%
A1170 · Franchises	0.00	0.00	5,500.00	(5,500.00)	0.0%
A1255 · Clerk Fees	7,325.27	7,365.90	1,500.00	5,865.90	491.06%
A1255.1 · Newsletter	0.00	1,110.00	1,000.00	110.00	111.0%
A1550 · Dog Control Fees	0.00	0.00	700.00	(700.00)	0.0%
A2401 · Interest & Earnings	5.72	39.95			
A2544 · Dog Licenses	171.00	488.62	750.00	(261.38)	65.15%
A2555 · Building Permits	376.80	521.80	800.00	(278.20)	65.23%
A2610 · Fines & Foreited Bail	648.00	2,868.00	8,000.00	(5,132.00)	35.85%
A3001 · State Revenue Sharing	0.00	0.00	11,000.00	(11,000.00)	0.0%
A3005 · Mortgage Tax	0.00	5,483.87	12,000.00	(6,516.13)	45.7%
Total A980 · Revenues	25,295.85	174,522.01	228,355.00	(53,832.99)	76.43%
	25,295.85	174,522.01	228,355.00	(53,832.99)	76.43%
A522 · Expenditures					
A1010.1 · Legislative Board PS	0.00	2,400.00	4,800.00	(2,400.00)	50.0%
A1110.1 · Municipal Court PS	266.67	1,866.69	3,200.00	(1,333.31)	58.33%
A1110.2 · Fines - State share	450.00	2,590.00	7,000.00	(4,410.00)	37.0%
A1110.4 · Municipal Court CE	54.73	1,346.01	1,600.00	(253.99)	84.13%
A1111.1 · Secretary to Justice	0.00	0.00	700.00	(700.00)	0.0%
A1220.1 · Supervisor PS	0.00	1,800.00	3,600.00	(1,800.00)	50.0%
A1220.4 · Supervisor CS	0.00	84.99	1,000.00	(915.01)	8.5%
A1220.5 · Newsletter Expense	0.00	505.29	1,000.00	(494.71)	50.53%
A1221.1 · Deputy Supervisor PS	0.00	0.00	100.00	(100.00)	0.0%
A1315.1 · Bookkeeper PS	275.00	1,925.00	3,300.00	(1,375.00)	58.33%
A1315.4 · Bookkeeper CS	49.00	222.97	1,600.00	(1,377.03)	13.94%
A1355.1 · Assessors PS	341.67	2,358.33	4,100.00	(1,741.67)	57.52%
A1355.2 · Board of Review	0.00	175.00	250.00	(75.00)	70.0%
A1355.4 · Assessors CE	54.72	415.99	1,000.00	(584.01)	41.6%
A1410.1 · Clerk PS	416.67	2,916.69	5,000.00	(2,083.31)	58.33%
A1410.4 · Clerk CE	9.98	495.82	2,000.00	(1,504.18)	24.79%
A1420.4 · Attorney CE	583.37	4,083.59	8,000.00	(3,916.41)	51.05%
A1620.2 · Building Capital Outlay	0.00	5,119.15			
A1620.4 · Town Offices CE	1,801.28	7,667.82	11,500.00	(3,832.18)	66.68%
A1680.4 · Informaton Technology CE	0.00	162.93	4,200.00	(4,037.07)	3.88%
A1910.4 · Unallocated Insurance CE	0.00	19,859.13	25,000.00	(5,140.87)	79.44%
A1920.4 · Municipal Association Dues CE	0.00	500.00	500.00	0.00	100.0%
A1990.4 · Contingencies	0.00	0.00	5,250.00	(5,250.00)	0.0%
A3510.1 · Dog Warden PS	183.33	1,283.31	2,200.00	(916.69)	58.33%
A3510.4 · Dog Warden CE	16.80	606.80	1,200.00	(593.20)	50.57%

Town of Berkshire
Profit & Loss Budget vs. Actual
January through July 2014

	TOTAL				
	Jul 14	Jan - Jul 14	Budget	\$ Over Budget	% of Budget
A4020.1 · Registrar Vital Statistics	0.00	0.00	35.00	(35.00)	0.0%
A5010.1 · Highway & Street Admin PS	2,996.16	22,471.20	38,950.00	(16,478.80)	57.69%
A5010.4 · Highway & Street Admin CE	0.00	215.00	250.00	(35.00)	86.0%
A5132.2 · Garage - Capital Repairs	0.00	0.00	9,000.00	(9,000.00)	0.0%
A5132.4 · Garage CE	328.11	2,651.69			
A5182.4 · Street Lighting	503.71	4,377.38	6,500.00	(2,122.62)	67.34%
A6989.4 · Other Economic Dev.-REAP	0.00	277.00	277.00	0.00	100.0%
A7110.4 · Parks	1,890.00	1,890.00	3,500.00	(1,610.00)	54.0%
A7320.4 · Joint Youth Project	0.00	0.00	1,350.00	(1,350.00)	0.0%
A7410.4 · Library CE	0.00	8,000.00	8,000.00	0.00	100.0%
A7450.4 · Museum CE	0.00	120.00	120.00	0.00	100.0%
A7510.4 · Historian	0.00	0.00	100.00	(100.00)	0.0%
A7610.4 · Northern Tioga Neighbor Network	0.00	0.00	250.00	(250.00)	0.0%
A8010.1 · Code Enforcement PS	341.67	2,358.33	4,100.00	(1,741.67)	57.52%
A8010.4 · Code Enforcement CE	704.63	1,072.33	4,373.00	(3,300.67)	24.52%
A8020.4 · Planning CE	0.00	439.89	500.00	(60.11)	87.98%
A8989.0 · Community Hall Renovation	0.00	0.00	1,500.00	(1,500.00)	0.0%
A9010.8 · State Retirement	0.00	0.00	13,750.00	(13,750.00)	0.0%
A9030.8 · Social Security	368.83	3,012.54	5,500.00	(2,487.46)	54.77%
A9040.8 · Workers Compensation	16,537.94	33,075.89	33,000.00	75.89	100.23%
A9050.8 · Unemployment Expense	0.00	77.85			
A9060.8 · Medical Insurance - Hwy Super	(7,188.66)	1,712.88	19,200.00	(17,487.12)	8.92%
Total A522 · Expenditures	20,985.61	140,137.49	248,355.00	(108,217.51)	56.43%
Total Expense	20,985.61	140,137.49	248,355.00	(108,217.51)	56.43%
Net Ordinary Income	4,310.24	34,384.52	(20,000.00)	54,384.52	(171.92%)
Other Income					
Fire District Rev	0.00	119,032.00	119,032.00	0.00	100.0%
Total Other Income	0.00	119,032.00	119,032.00	0.00	100.0%
Other Expense					
Fire District	0.00	119,032.00	119,032.00		
Total Other Expense	0.00	119,032.00	119,032.00		
Net Income	4,310.24	34,384.52	(20,000.00)	54,384.52	(171.92%)

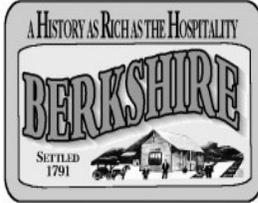
Town of Berkshire - Highway Fund
Balance Sheet
As of July 31, 2014

	<u>Jul 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
DA200 · Checking	3,743.05
DA201 · Municipal Savings Account	290,319.40
DA231 · Hwy Capital Reserve fund	84,500.00
DA231.1 · Sidewalk Reserve	<u>14,000.00</u>
Total Checking/Savings	<u>392,562.45</u>
Total Current Assets	<u>392,562.45</u>
TOTAL ASSETS	<u><u>392,562.45</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll Liabilities	-10.00
DA602 · Stale Dated Checks	<u>969.80</u>
Total Other Current Liabilities	<u>959.80</u>
Total Current Liabilities	<u>959.80</u>
Total Liabilities	959.80
Equity	
3900 · Retained Earnings	312.02
DA878 · Capital Reserve-Hwy Equip	84,500.00
DA878.1 · Capital Reserve-Sidewalks	14,000.00
DA914 · Fund Balance Appropriated	63,000.00
DA917 · Fund Balance Unappropriated	72,394.35
Net Income	<u>157,396.28</u>
Total Equity	<u>391,602.65</u>
TOTAL LIABILITIES & EQUITY	<u><u>392,562.45</u></u>

Town of Berkshire - Highway Fund
Profit & Loss Budget vs. Actual
January through July 2014

	TOTAL				
	Jul 14	Jan - Jul 14	Budget	\$ Over Budget	% of Budget
Income					
DA980 · Revenues					
DA1001 · Real Property Taxes	0.00	338,100.00	338,100.00	0.00	100.0%
DA1120 · Non Property Taxes (Sales)	0.00	0.00	30,000.00	(30,000.00)	0.0%
DA2401 · Income and Earnings	9.59	68.81			
DA3501 · CHIPS	0.00	0.00	94,000.00	(94,000.00)	0.0%
DA3960 · NYS Disaster Assistance	12,777.19	12,777.19			
DA4960 · FEMA	38,331.54	38,331.54			
Total DA980 · Revenues	51,118.32	389,277.54	462,100.00	(72,822.46)	84.24%
Total Income	51,118.32	389,277.54	462,100.00	(72,822.46)	84.24%
Expense					
66900 · Reconciliation Discrepancies	0.00	0.02			
DA522 · Expenditures					
DA511041 Fema	2,876.00	2,876.00			
DA51101 · General Repairs - PR	8,142.00	46,311.48	115,500.00	-69,188.52	40.1%
DA51104 · General Repairs - CE	838.70	28,963.49	29,000.00	(36.51)	99.87%
DA51105 · Sidewalks	0.00	0.00	5,000.00	(5,000.00)	0.0%
DA51122 · Capital Outlay CHIPS	0.00	16,778.40	94,000.00	(77,221.60)	17.85%
DA51302 · Mach-Equipment	1,120.00	20,870.00			
DA51304 · Machinery CE	3,722.62	37,375.27	45,000.00	(7,624.73)	83.06%
DA51421 · Snow Removal PR	0.00	28,190.81	60,450.00	(32,259.19)	46.64%
DA51424 · Snow Removal CE	117.29	15,007.12	50,000.00	(34,992.88)	30.01%
DA89894 · Community Cleanup	0.00	2,238.45	4,000.00	(1,761.55)	55.96%
DA90108 · State Retirement	0.00	0.00	21,250.00	(21,250.00)	0.0%
DA90308 · Social Security	870.72	6,585.34	12,000.00	(5,414.66)	54.88%
DA90408 · Workers Compensaton	7,430.09	14,860.18	15,000.00	(139.82)	99.07%
DA90604 · Benefit inlieu of Health Ins.	3,240.00	7,540.00	12,900.00	(5,360.00)	58.45%
DA90608 · Hospital & Medical Ins	1,181.48	4,284.70	8,000.00	(3,715.30)	53.56%
DA99019 · Transfer to Capital Reserve	0.00	0.00	50,000.00	(50,000.00)	0.0%
Total DA522 · Expenditures	29,538.90	231,881.24	522,100.00	(290,218.76)	44.41%
Total Expense	29,538.90	231,881.26	522,100.00	(290,218.74)	44.41%
Net Income	21,579.42	157,396.28	-60,000.00	217,396.28	-262.33%

SEPTEMBER



TOWN OF BERKSHIRE

18 Railroad Avenue
Berkshire, NY 13736

Phone 607-657-8678
Fax 607-657-8678

September 15, 2014

- Call September Regular Meeting to Order
- Pledge of Allegiance
- Approval of Minutes – August 18, 2014 Regular Meeting
- **Privilege of the Floor**
- **Reports:**
 - County Planning Board – Tim Pollard
 - Highway Dept. – Karl Spoonhower
 - Town Attorney – Nick Canizio
 - Code Enforcement – Lee Virtue
 - Planning Board – Sarah Albrecht
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report
- **Old Business:**
- **New Business:**
 - Appoint Elizabeth (Bette) Johnson Alternate Planning Board member through December 31, 2014
- **Board Concerns**
- **Approval of Warrants**
- **Adjournment**

Town of Berkshire
Regular Meeting
August 18, 2014

The regular meeting was held in the Board Room at 18 Railroad Ave. The meeting was called to order at 7:00 PM.

Members in attendance were Lillian Hoffmier, Fraser Williams, Ron McEwen, Ronald Sharp, and John Stoughton.

Pledge of Allegiance was led by Supervisor McEwen.

Approval of minutes – July 21, 2014 – Corrections are: New Business – Richford Tasty Treat Town Appreciation. Thank you for outstanding community involvement and expressing their sincere appreciation for their donation. Lillian Hoffmier seconded by Fraser Williams approved the minutes. Ayes: Hoffmier, Williams, McEwen, Sharp, and Stoughton. Noes-None, Carried.

Privilege of the Floor- Dave Brame complains again about Harold Swartwood building on his (Dave's) lot. What can be done about it? Town tells him to go to the County for it. Town has done what it can do on it.

Dog control wants Judge to take care of tickets not do away with them.

Town Atty: Main issue the judge resigns position, expired term. Appoint one,

Code Enforcement- Lee Virtue resigns as of 9-1-14 Church Property has a trailer on it. Remove before Labor Day. Oversee by Fraser Williams.

Reports:

- A. County Planning Board absent
- B. Highway Dept.- Absent
- C. Town Atty. Will train a Judge. Old one able to take cases until he resigns
Well on property to be deeded to Town .
- D. Code Enforcement – resigns 9-1-14
- E. Planning Board—
- F. Town Clerk Report- - passed
- G. Assessor report – absent
- H. Supervisor report: Sales Tax down.

● Old Business:

Town Assessor to attend September Board Meeting for purpose of property Ownership for Town. Asking about property tax.

New Business:

Accept letter of resignation from Lee Virtue CEO as of 9-1-14.

Appoint Supervisor, Deputy Supervisor and Town Attorney to Negotiate Union Contract with Highway Workers. Ayes: Hoffmier, Williams, McEwen, Sharp, and Stoughton, Noes- None. Carried.

Town of Berkshire
Regular Meeting
August 18, 2014
Page 2

New sign by Fraser Williams – Dr Kinney gave a sign board to town – suggest using the back get a price and a draft o look at then at Wok Session. Not to go over \$500.00 by John Stoughton usual approval Ron Sharp.. Ayes : Hoffmier. Williams, McEwen, Sharp. Stoughton. Noes: None Carried.
Jim March will dig holes and fix posts.

Warrants:

General Fund by John Stoughton #98-113 \$5,827.68
Highway Fund by Ronald Sharp #103-117 \$16,565.73 Motion to approve by Lillian Hoffmier. Ayes – Hoffmier, /Williams, McEwen, Sharp, Stoughton, Noes – None.
Carried

Motion made to adjourn made by Lillian Hoffmier Seconded by Fraser Williams at 8:09 PM.

Respectively submitted:

Constance M. Liddington
Town Clerk.

Town of Berkshire
Balance Sheet
As of August 31, 2014

	<u>Aug 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
A200 · Checking	109.57
A201 · Municipal Savings Account	231,211.50
A231 · Building Capital Reserve	7,579.07
Total Checking/Savings	<u>238,900.14</u>
Total Current Assets	<u>238,900.14</u>
TOTAL ASSETS	<u><u>238,900.14</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A602 · Stale Dated Checks	1,537.80
Total Other Current Liabilities	<u>1,537.80</u>
Total Current Liabilities	<u>1,537.80</u>
Total Liabilities	1,537.80
Equity	
3900 · Retained Earnings	574.38
A878 · Capital Reserve Building	7,579.07
A914 · Fund Balance Appropriated	20,000.00
A917 · Fund Balance Unappropriated	171,811.59
Net Income	37,397.30
Total Equity	<u>237,362.34</u>
TOTAL LIABILITIES & EQUITY	<u><u>238,900.14</u></u>

Town of Berkshire Budget vs. Actual January through August 2014

	TOTAL				
	Aug 14	Jan - Aug 14	Budget	\$ Over Budget	% of Budget
Income					
A980 · Revenues					
A1001.1 · Real Property Taxes	0.00	83,605.00	83,605.00	0.00	100.0%
A1090 · Interest & Penalty-Property Tax	0.00	3,279.82	3,500.00	(220.18)	93.71%
A1120 · SalesTax	10,062.35	79,821.40	100,000.00	(20,178.60)	79.82%
A1170 · Franchises	0.00	0.00	5,500.00	(5,500.00)	0.0%
A1255 · Clerk Fees	0.00	7,365.90	1,500.00	5,865.90	491.06%
A1255.1 · Newsletter	(18.33)	1,091.67	1,000.00	91.67	109.17%
A1550 · Dog Control Fees	0.00	0.00	700.00	(700.00)	0.0%
A2401 · Interest & Earnings	6.10	46.05			
A2544 · Dog Licenses	42.50	531.12	750.00	(218.88)	70.82%
A2555 · Building Permits	50.00	571.80	800.00	(228.20)	71.48%
A2610 · Fines & Forfeited Bail	305.00	3,173.00	8,000.00	(4,827.00)	39.66%
A3001 · State Revenue Sharing	0.00	0.00	11,000.00	(11,000.00)	0.0%
A3005 · Mortgage Tax	0.00	5,483.87	12,000.00	(6,516.13)	45.7%
Total A980 · Revenues	10,447.62	184,969.63	228,355.00	(43,385.37)	81.0%
Total Income	10,447.62	184,969.63	228,355.00	(43,385.37)	81.0%
Expense					
A522 · Expenditures					
A1010.1 · Legislative Board PS	0.00	2,400.00	4,800.00	(2,400.00)	50.0%
A1110.1 · Municipal Court PS	266.67	2,133.36	3,200.00	(1,066.64)	66.67%
A1110.2 · Fines - State share	285.00	2,875.00	7,000.00	(4,125.00)	41.07%
A1110.4 · Municipal Court CE	54.68	1,400.69	1,600.00	(199.31)	87.54%
A1111.1 · Secretary to Justice	0.00	0.00	700.00	(700.00)	0.0%
A1220.1 · Supervisor PS	0.00	1,800.00	3,600.00	(1,800.00)	50.0%
A1220.4 · Supervisor CS	0.00	84.99	1,000.00	(915.01)	8.5%
A1220.5 · Newsletter Expense	180.60	685.89	1,000.00	(314.11)	68.59%
A1221.1 · Deputy Supervisor PS	0.00	0.00	100.00	(100.00)	0.0%
A1315.1 · Bookkeeper PS	275.00	2,200.00	3,300.00	(1,100.00)	66.67%
A1315.4 · Bookkeeper CS	0.00	222.97	1,600.00	(1,377.03)	13.94%
A1355.1 · Assessors PS	341.67	2,700.00	4,100.00	(1,400.00)	65.85%
A1355.2 · Board of Review	0.00	175.00	250.00	(75.00)	70.0%
A1355.4 · Assessors CE	54.69	470.68	1,000.00	(529.32)	47.07%
A1410.1 · Clerk PS	416.67	3,333.36	5,000.00	(1,666.64)	66.67%
A1410.4 · Clerk CE	152.30	648.12	2,000.00	(1,351.88)	32.41%
A1420.4 · Attorney CE	583.37	4,666.96	8,000.00	(3,333.04)	58.34%
A1620.2 · Building Capital Outlay	0.00	5,119.15			
A1620.4 · Town Offices CE	1,012.74	8,680.56	11,500.00	(2,819.44)	75.48%
A1680.4 · Informaton Technology CE	0.00	162.93	4,200.00	(4,037.07)	3.88%
A1910.4 · Unallocated Insurance CE	0.00	19,859.13	25,000.00	(5,140.87)	79.44%
A1920.4 · Municipal Association Dues CE	0.00	500.00	500.00	0.00	100.0%
A1990.4 · Contingencies	0.00	0.00	5,250.00	(5,250.00)	0.0%
A3510.1 · Dog Warden PS	183.33	1,466.64	2,200.00	(733.36)	66.67%

**Town of Berkshire
Budget vs. Actual
January through August 2014**

	TOTAL				
	Aug 14	Jan - Aug 14	Budget	\$ Over Budget	% of Budget
A3510.4 · Dog Warden CE	32.25	639.05	1,200.00	(560.95)	53.25%
A4020.1 · Registrar Vital Statistics	0.00	0.00	35.00	(35.00)	0.0%
A5010.1 · Highway & Street Admin PS	2,996.16	25,467.36	38,950.00	(13,482.64)	65.39%
A5010.4 · Highway & Street Admin CE	0.00	215.00	250.00	(35.00)	86.0%
A5132.2 · Garage - Capital Repairs	0.00	0.00	9,000.00	(9,000.00)	0.0%
A5132.4 · Garage CE	54.69	2,706.38			
A5182.4 · Street Lighting	515.69	4,893.07	6,500.00	(1,606.93)	75.28%
A6989.4 · Other Economic Dev.-REAP	0.00	277.00	277.00	0.00	100.0%
A7110.4 · Parks	0.00	1,890.00	3,500.00	(1,610.00)	54.0%
A7320.4 · Joint Youth Project	1,350.00	1,350.00	1,350.00	0.00	100.0%
A7410.4 · Library CE	0.00	8,000.00	8,000.00	0.00	100.0%
A7450.4 · Museum CE	0.00	120.00	120.00	0.00	100.0%
A7510.4 · Historian	0.00	0.00	100.00	(100.00)	0.0%
A7610.4 · Northern Tioga Neighbor Network	0.00	0.00	250.00	(250.00)	0.0%
A8010.1 · Code Enforcement PS	341.67	2,700.00	4,100.00	(1,400.00)	65.85%
A8010.4 · Code Enforcement CE	0.00	1,072.33	4,373.00	(3,300.67)	24.52%
A8020.4 · Planning CE	0.00	439.89	500.00	(60.11)	87.98%
A8989.0 · Community Hall Renovation	0.00	0.00	1,500.00	(1,500.00)	0.0%
A9010.8 · State Retirement	0.00	0.00	13,750.00	(13,750.00)	0.0%
A9030.8 · Social Security	368.82	3,381.36	5,500.00	(2,118.64)	61.48%
A9040.8 · Workers Compensation	0.00	33,075.89	33,000.00	75.89	100.23%
A9050.8 · Unemployment Expense	0.00	77.85			
A9060.8 · Medical Insurance - Hwy Super	1,533.43	3,246.31	19,200.00	(15,953.69)	16.91%
Total A522 · Expenditures	10,999.43	151,136.92	248,355.00	(97,218.08)	60.86%
Total Expense	10,999.43	151,136.92	248,355.00	(97,218.08)	60.86%
Net Ordinary Income	(551.81)	33,832.71	(20,000.00)	53,832.71	(169.16%)
Other Income					
Fire District Rev	0.00	119,032.00	119,032.00	0.00	100.0%
Total Other Income	0.00	119,032.00	119,032.00	0.00	100.0%
Other Expense					
Fire District	0.00	119,032.00	119,032.00	0.00	100.0%
Total Other Expense	0.00	119,032.00	119,032.00	0.00	100.0%
Net Other Income	0.00	0.00	0.00	0.00	0.0%
Net Income	(551.81)	33,832.71	(20,000.00)	53,832.71	(169.16%)

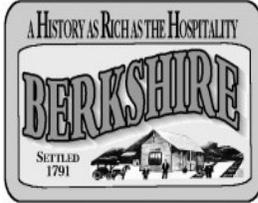
Town of Berkshire - Highway Fund
Balance Sheet
As of August 31, 2014

	<u>Aug 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
DA200 · Checking	3,742.56
DA201 · Municipal Savings Account	261,051.25
DA231 · Hwy Capital Reserve fund	84,500.00
DA231.1 · Sidewalk Reserve	<u>14,000.00</u>
Total Checking/Savings	<u>363,293.81</u>
Total Current Assets	<u>363,293.81</u>
TOTAL ASSETS	<u><u>363,293.81</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll Liabilities	-10.00
DA602 · Stale Dated Checks	<u>969.80</u>
Total Other Current Liabilities	<u>959.80</u>
Total Current Liabilities	<u>959.80</u>
Total Liabilities	959.80
Equity	
3900 · Retained Earnings	312.02
DA878 · Capital Reserve-Hwy Equip	84,500.00
DA878.1 · Capital Reserve-Sidewalks	14,000.00
DA914 · Fund Balance Appropriated	63,000.00
DA917 · Fund Balance Unappropriated	72,394.35
Net Income	<u>128,127.64</u>
Total Equity	<u>362,334.01</u>
TOTAL LIABILITIES & EQUITY	<u><u>363,293.81</u></u>

Town of Berkshire - Highway Fund
Profit & Loss Budget vs. Actual
January through August 2014

	TOTAL				
	Aug 14	Jan - Aug 14	Budget	\$ Over Budget	% of Budget
Income					
DA980 · Revenues					
DA1001 · Real Property Taxes	0.00	338,100.00	338,100.00	0.00	100.0%
DA1120 · Non Property Taxes (Sales)	0.00	0.00	30,000.00	(30,000.00)	0.0%
DA2401 · Income and Earnings	9.50	78.31			
DA3501 · CHIPS	0.00	0.00	94,000.00	(94,000.00)	0.0%
DA3960 · NYS Disaster Assistance	0.00	12,777.19			
DA4960 · FEMA	0.00	38,331.54			
Total DA980 · Revenues	9.50	389,287.04	462,100.00	(72,812.96)	84.24%
Total Income	9.50	389,287.04	462,100.00	(72,812.96)	84.24%
Expense					
66900 · Reconciliation Discrepancies	0.00	0.02			
DA522 · Expenditures					
DA511041 Fema	0.00	2,876.00			
DA51101 · General Repairs - PR	8,569.00	54,880.48	115,500.00	(60,619.52)	47.52%
DA51104 · General Repairs - CE	0.00	28,963.49	29,000.00	(36.51)	99.87%
DA51105 · Sidewalks	0.00	0.00	5,000.00	(5,000.00)	0.0%
DA51122 · Capital Outlay CHIPS	0.00	16,778.40	94,000.00	(77,221.60)	17.85%
DA51302 · Mach-Equipment	0.00	20,870.00			
DA51304 · Machinery CE	15,900.23	53,275.50	45,000.00	8,275.50	118.39%
DA51421 · Snow Removal PR	0.00	28,190.81	60,450.00	(32,259.19)	46.64%
DA51424 · Snow Removal CE	0.00	15,007.12	50,000.00	(34,992.88)	30.01%
DA89894 · Community Cleanup	0.00	2,238.45	4,000.00	(1,761.55)	55.96%
DA90108 · State Retirement	0.00	0.00	21,250.00	(21,250.00)	0.0%
DA90308 · Social Security	903.40	7,488.74	12,000.00	(4,511.26)	62.41%
DA90408 · Workers Compensaton	0.00	14,860.18	15,000.00	(139.82)	99.07%
DA90604 · Benefit inlieu of Health Ins.	3,240.01	10,780.01	12,900.00	(2,119.99)	83.57%
DA90608 · Hospital & Medical Ins	665.50	4,950.20	8,000.00	(3,049.80)	61.88%
DA99019 · Transfer to Capital Reserve	0.00	0.00	50,000.00	(50,000.00)	0.0%
Total DA522 · Expenditures	29,278.14	261,159.38	522,100.00	(260,940.62)	50.02%
Total Expense	29,278.14	261,159.40	522,100.00	(260,940.60)	50.02%
Net Income	-29,268.64	128,127.64	-60,000.00	188,127.64	-213.55%

OCTOBER



TOWN OF BERKSHIRE

18 Railroad Avenue
Berkshire, NY 13736

Phone 607-657-8678
Fax 607-657-8678

October 20, 2014

- Call October Regular Meeting to Order
- Pledge of Allegiance
- Approval of Minutes – September 15, 2014 Regular Meeting
- **Privilege of the Floor**
- **Reports:**
 - County Planning Board – Tim Pollard
 - Highway Dept. – Karl Spoonhower
 - Town Attorney – Nick Canizio
 - Code Enforcement – Rachel Jacobs
 - Planning Board – Sarah Albrecht
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report
- **Old Business:**
 - Shared Services Resolution
 - Hire Code Enforcement Officer
 - NYS Audit has been completed and Draft received
- **New Business:**
 - Diamond Hill Mobile Home cleanup
 - Authorize Purchase of Grader for parts Highway Department
 - Schedule Budget Hearing November 17, 2014 6:30 PM
- **Board Concerns**
- **Approval of Warrants**
- **Adjournment**

The Town of Berkshire held their regular monthly meeting in the Town Hall on Sept. 15, 2014.

Members in attendance were Lillian Hoffmier, Fraser Williams, Ron McEwen, Ronald Sharp, and John Stoughton.

Supervisor McEwen led the Pledge of Allegiance.

Charles Brundza appeared before the board Court is being held until he hears different. He will let us know about the outcome and in a letter to the board.

Correction to the minutes Fraser Williams would like to add this to the minutes: Correct the spelling of Wok to Work Session and "A Motion made to not go over \$500.00

Correction the date of resignation to 9-31-14.

The motion to approve the minutes was made by Fraser Williams., Seconded by Ronald Sharp. Ayes: Hoffmier, Williams, McEwen, Sharp, and Stoughton. Noes: none Carried.

Privilege of the Floor:

Put in order the pictures taken of the Trailer taken off The Church Property Estimate of cost to take it down was 80 hours. About \$3700.00 Checked on trailers on Dimon Road need to get issuance from Stanley Luksazewicz David Brame; let Harold Swartwood on property to take down his building, Sharon Brame to look at things. Needs to get it done letter of permission from David Brame, No variance and one from Harold (to agree on it).

Reports:

- A. County Planning Board: absent
- B. Highway Dept: Absent
- C Town Atty: one person Code Enforcement one from Newark Valley other 3 are qualified also. Twelve People applied. 23rd to appoint.
- C. Code Enforcement – done on 9-30-14.
- D. Planning Board: Would like to appoint Bette Johnson. To Planning Board.
- E. Dog Control: absent
- F. Just Court: No court in August.
- G. Assessor report: No report/ October to appear.
- H: Town Clerk: report passed

Old Business:

None

Town of Berkshire
Regular Meeting
September 15, 2014
Page 2

New Business: Appoint Bette Johnson to Planning Board through 12-31-14 Motion made by Ronald Sharp seconded by John Stoughton. Ayes Hoffmier, Williams, McEwen, Sharp, and Stoughton. Noes: None Carried.

Board Concerns: None

Approval of Warrants: Highway #118-#132 \$18,885.36 General #114 - #125 \$10,2338.77. Motion to pay as audited was made by John Stoughton, Seconded by Ronald Sharp. Ayes Hoffmier. Williams, McEwen. Sharp, Stoughton Noes: none Carried.

Adjournment: Lillian Hoffmier makes the motion seconded by Fraser Williams.

Respectively Submitted:

Constance M. Liddington
Town Clerk

Town of Berkshire
Balance Sheet
As of September 30, 2014

	<u>Sep 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
A200 · Checking	113.64
A201 · Municipal Savings Account	225,505.50
A231 · Building Capital Reserve	7,579.07
Total Checking/Savings	<u>233,198.21</u>
Total Current Assets	<u>233,198.21</u>
TOTAL ASSETS	<u><u>233,198.21</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A602 · Stale Dated Checks	1,537.80
Total Other Current Liabilities	<u>1,537.80</u>
Total Current Liabilities	<u>1,537.80</u>
Total Liabilities	1,537.80
Equity	
3900 · Retained Earnings	574.38
A878 · Capital Reserve Building	7,579.07
A914 · Fund Balance Appropriated	20,000.00
A917 · Fund Balance Unappropriated	171,811.59
Net Income	31,695.37
Total Equity	<u>231,660.41</u>
TOTAL LIABILITIES & EQUITY	<u><u>233,198.21</u></u>

Town of Berkshire Profit & Loss Budget vs. Actual January through September 2014

	TOTAL			
	Sep 14	Jan - Sep 14	Budget	% of Budget
Income				
A980 · Revenues				
A1001.1 · Real Property Taxes	0.00	83,605.00	83,605.00	100.0%
A1090 · Interest & Penalty-Property Tax	0.00	3,279.82	3,500.00	93.71%
A1120 · SalesTax	9,844.45	89,665.85	100,000.00	89.67%
A1170 · Franchises	0.00	0.00	5,500.00	0.0%
A1255 · Clerk Fees	-3,462.21	3,903.69	1,500.00	260.25%
A1255.1 · Newsletter	0.00	1,091.67	1,000.00	109.17%
A1550 · Dog Control Fees	0.00	0.00	700.00	0.0%
A2401 · Interest & Earnings	5.77	51.82		
A2544 · Dog Licenses	180.50	711.62	750.00	94.88%
A2555 · Building Permits	250.00	821.80	800.00	102.73%
A2610 · Fines & Foreited Bail	0.00	3,173.00	8,000.00	39.66%
A3001 · State Revenue Sharing	0.00	0.00	11,000.00	0.0%
A3005 · Mortgage Tax	0.00	5,483.87	12,000.00	45.7%
Total A980 · Revenues	6,818.51	191,788.14	228,355.00	83.99%
Total Income	6,818.51	191,788.14	228,355.00	83.99%
Expense				
66900 · Reconciliation Discrepancies	-0.01	-0.01		
A522 · Expenditures				
A1010.1 · Legislative Board PS	1,200.00	3,600.00	4,800.00	75.0%
A1110.1 · Municipal Court PS	266.67	2,400.03	3,200.00	75.0%
A1110.2 · Fines - State share	0.00	2,875.00	7,000.00	41.07%
A1110.4 · Municipal Court CE	54.09	1,454.78	1,600.00	90.92%
A1111.1 · Secretary to Justice	0.00	0.00	700.00	0.0%
A1220.1 · Supervisor PS	900.00	2,700.00	3,600.00	75.0%
A1220.4 · Supervisor CS	0.00	84.99	1,000.00	8.5%
A1220.5 · Newsletter Expense	0.00	685.89	1,000.00	68.59%
A1221.1 · Deputy Supervisor PS	0.00	0.00	100.00	0.0%
A1315.1 · Bookkeeper PS	275.00	2,475.00	3,300.00	75.0%
A1315.4 · Bookkeeper CS	47.23	270.20	1,600.00	16.89%
A1355.1 · Assessors PS	341.67	3,041.67	4,100.00	74.19%
A1355.2 · Board of Review	0.00	175.00	250.00	70.0%
A1355.4 · Assessors CE	54.09	524.77	1,000.00	52.48%
A1410.1 · Clerk PS	416.67	3,750.03	5,000.00	75.0%
A1410.4 · Clerk CE	0.00	648.12	2,000.00	32.41%
A1420.4 · Attorney CE	583.37	5,250.33	8,000.00	65.63%
A1620.2 · Building Capital Outlay	0.00	5,119.15		
A1620.4 · Town Offices CE	422.91	9,103.47	11,500.00	79.16%
A1680.4 · Informaton Technology CE	0.00	162.93	4,200.00	3.88%
A1910.4 · Unallocated Insurance CE	0.00	19,859.13	25,000.00	79.44%
A1920.4 · Municipal Association Dues CE	0.00	500.00	500.00	100.0%
A1990.4 · Contingencies	0.00	0.00	5,250.00	0.0%
A3510.1 · Dog Warden PS	183.33	1,649.97	2,200.00	75.0%

Town of Berkshire Profit & Loss Budget vs. Actual January through September 2014

	TOTAL			
	Sep 14	Jan - Sep 14	Budget	% of Budget
A3510.4 · Dog Warden CE	0.00	639.05	1,200.00	53.25%
A4020.1 · Registrar Vital Statistics	0.00	0.00	35.00	0.0%
A5010.1 · Highway & Street Admin PS	2,996.16	28,463.52	38,950.00	73.08%
A5010.4 · Highway & Street Admin CE	0.00	215.00	250.00	86.0%
A5132.2 · Garage - Capital Repairs	0.00	0.00	9,000.00	0.0%
A5132.4 · Garage CE	336.97	3,043.35		
A5182.4 · Street Lighting	534.26	5,427.33	6,500.00	83.5%
A6989.4 · Other Economic Dev.-REAP	0.00	277.00	277.00	100.0%
A7110.4 · Parks	0.00	1,890.00	3,500.00	54.0%
A7320.4 · Joint Youth Project	0.00	1,350.00	1,350.00	100.0%
A7410.4 · Library CE	0.00	8,000.00	8,000.00	100.0%
A7450.4 · Museum CE	0.00	120.00	120.00	100.0%
A7510.4 · Historian	0.00	0.00	100.00	0.0%
A7610.4 · Northern Tioga Neighbor Network	0.00	0.00	250.00	0.0%
A8010.1 · Code Enforcement PS	341.67	3,041.67	4,100.00	74.19%
A8010.4 · Code Enforcement CE	78.24	1,150.57	4,373.00	26.31%
A8020.4 · Planning CE	0.00	439.89	500.00	87.98%
A8989.0 · Community Hall Renovation	1,500.00	1,500.00	1,500.00	100.0%
A9010.8 · State Retirement	0.00	0.00	13,750.00	0.0%
A9030.8 · Social Security	529.45	3,910.81	5,500.00	71.11%
A9040.8 · Workers Compensation	0.00	33,075.89	33,000.00	100.23%
A9050.8 · Unemployment Expense	0.00	77.85		
A9060.8 · Medical Insurance - Hwy Super	1,458.67	4,704.98	19,200.00	24.51%
Total A522 · Expenditures	12,520.45	163,657.37	248,355.00	65.9%
Total Expense	12,520.44	163,657.36	248,355.00	65.9%
Net Ordinary Income	-5,701.93	28,130.78	-20,000.00	(140.65%)
Other Income/Expense				
Fire District Rev	0.00	119,032.00	119,032.00	100.0%
Total Other Income	0.00	119,032.00	119,032.00	100.0%
Fire District	0.00	119,032.00	119,032.00	100.0%
Total Other Expense	0.00	119,032.00	119,032.00	100.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	-5,701.93	28,130.78	-20,000.00	(140.65%)

Town of Berkshire - Highway Fund
Balance Sheet
As of September 30, 2014

	<u>Sep 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
DA200 · Checking	8,303.18
DA201 · Municipal Savings Account	221,777.78
DA231 · Hwy Capital Reserve fund	84,500.00
DA231.1 · Sidewalk Reserve	14,000.00
Total Checking/Savings	<u>328,580.96</u>
Total Current Assets	<u>328,580.96</u>
TOTAL ASSETS	<u><u>328,580.96</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll Liabilities	-1,384.48
DA602 · Stale Dated Checks	969.80
Total Other Current Liabilities	<u>-414.68</u>
Total Current Liabilities	<u>-414.68</u>
Total Liabilities	-414.68
Equity	
3900 · Retained Earnings	312.02
DA878 · Capital Reserve-Hwy Equip	84,500.00
DA878.1 · Capital Reserve-Sidewalks	14,000.00
DA914 · Fund Balance Appropriated	63,000.00
DA917 · Fund Balance Unappropriated	72,394.35
Net Income	94,789.27
Total Equity	<u>328,995.64</u>
TOTAL LIABILITIES & EQUITY	<u><u>328,580.96</u></u>

Town of Berkshire - Highway Fund Profit & Loss Budget vs. Actual January through September 2014

			TOTAL	
	Sep 14	Jan - Sep 14	\$ Over Budget	% of Budget
Income				
DA980 · Revenues				
DA1001 · Real Property Taxes	0.00	338,100.00	0.00	100.0%
DA1120 · Non Property Taxes (Sales)	0.00	0.00	-30,000.00	0.0%
DA2401 · Income and Earnings	8.34	86.65		
DA3501 · CHIPS	0.00	0.00	-94,000.00	0.0%
DA3960 · NYS Disaster Assistance	0.00	12,777.19		
DA4960 · FEMA	0.00	38,331.54		
Total DA980 · Revenues	8.34	389,295.38	-72,804.62	84.25%
Total Income	8.34	389,295.38	-72,804.62	84.25%
Gross Profit	8.34	389,295.38	-72,804.62	84.25%
Expense				
66900 · Reconciliation Discrepancies	0.00	0.02		
DA522 · Expenditures				
DA511041 Fema	0.00	2,876.00		
DA51101 · General Repairs - PR	9,690.00	64,570.48	-50,929.52	55.91%
DA51104 · General Repairs - CE	0.00	28,963.49	-36.51	99.87%
DA51105 · Sidewalks	0.00	0.00	-5,000.00	0.0%
DA51122 · Capital Outlay CHIPS	12,759.90	29,538.30	-64,461.70	31.42%
DA51302 · Mach-Equipment	0.00	20,870.00		
DA51304 · Machinery CE	3,590.30	56,865.80	11,865.80	126.37%
DA51421 · Snow Removal PR	0.00	28,190.81	-32,259.19	46.64%
DA51424 · Snow Removal CE	666.07	15,673.19	-34,326.81	31.35%
DA89894 · Community Cleanup	285.25	2,523.70	-1,476.30	63.09%
DA90108 · State Retirement	0.00	0.00	-21,250.00	0.0%
DA90308 · Social Security	1,449.45	8,938.19	-3,061.81	74.49%
DA90408 · Workers Compensaton	0.00	14,860.18	-139.82	99.07%
DA90604 · Benefit inlieu of Health Ins.	4,315.00	15,095.01	2,195.01	117.02%
DA90608 · Hospital & Medical Ins	590.74	5,540.94	-2,459.06	69.26%
DA99019 · Transfer to Capital Reserve	0.00	0.00	-50,000.00	0.0%
Total DA522 · Expenditures	33,346.71	294,506.09	-227,593.91	56.41%
Total Expense	33,346.71	294,506.11	-227,593.89	56.41%
Net Income	-33,338.37	94,789.27	154,789.27	-157.98%

RESOLUTION #5-2014

Shared Services Agreement

Motion Moved by Board Member
Seconded by Board Member

WHEREAS: There is a vacancy in the position of Code Enforcement Officer for the Town of Berkshire effective October 1, 2014,, and

WHEREAS: The Village of Newark Valley also has a vacancy; and

WHEREAS: Both municipalities realized that it would be more effective to have one Code Enforcement Officer and to share that Code Enforcement Officer; and

WHEREAS: A proposed Agreement of Shared Services for the same has been provided to the board, now, therefore be it

RESOLVED: That the Town of Berkshire shall enter into the Agreement of Shared Services for Code Enforcement Officer with the Village of Newark Valley substantially in the for as provided; be it further

RESOLVED: That the Town Supervisor is hereby authorized and directed to execute the same.

Ayes:

Nays:

Absent:

RESOLUTION #6-2014

Hire Code Enforcement Officer

Motion Moved by Board Member

Seconded by Board Member

WHEREAS: The Town of Berkshire and the Village of Newark Valley have agreed to enter into a Shared Services Agreement for Code Enforcement Officer; and

WHEREAS: That position is vacant in each of the Municipalities as of October 1, 2014; and

WHEREAS: The committees of each of the Boards of the municipalities have met with candidates; and

WHEREAS: The members of the Committee have made a recommendation to each of their respective Boards, therefore be it

RESOLVED: That the Board of the Town of Berkshire approves and recommends that Rachel Jacobs be appointed as Code Enforcement Officer of the Town of Berkshire through its agreement with the Village of Newark Valley effective October 1, 2014

Ayes:

Nays:

Absent:

NOVEMBER

TOWN OF BERKSHIRE



18 Railroad Avenue
Berkshire, NY 13736

Ph 607-657-8678
Fax 607-657-8678

November 17, 2014

- Call Public Hearing on 2015 Budget to Order
- Pledge of Allegiance
- Supervisor's Remarks on Budget
- Adjourn Public Hear
- Call October Regular Meeting to Order
- Approval of Minutes
 - October 20, 2014 Regular Meeting
- Privilege of the Floor

- Reports:
 - County Planning Board – Tim Pollard
 - Highway Dept – Karl Spoonhower
 - Code Enforcement – Rachel Jacobs
 - Town Attorney – Nicholas Canizio
 - Planning Board – Ken Ceurter
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report

- Old Business:
 - Adopt 2015 Town Budget as presented at November 17th, 2014 Public Hearing
 - Approve Review of Justice Court Records
 - Approve Contract with Stray Haven for 2015

- New Business:

- Board Concerns
- Approval of Warrants
- Adjournment

Town of Berkshire
Balance Sheet
As of October 31, 2014

	<u>Oct 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
A200 · Checking	551.33
A201 · Municipal Savings Account	246,205.72
A231 · Building Capital Reserve	<u>7,579.07</u>
Total Checking/Savings	<u>254,336.12</u>
Other Current Assets	
A430 · Due from other towns	<u>323.96</u>
Total Other Current Assets	<u>323.96</u>
Total Current Assets	<u>254,660.08</u>
TOTAL ASSETS	<u><u>254,660.08</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A602 · Stale Dated Checks	<u>1,537.80</u>
Total Other Current Liabilities	<u>1,537.80</u>
Total Current Liabilities	<u>1,537.80</u>
Total Liabilities	1,537.80
Equity	
3900 · Retained Earnings	574.38
A878 · Capital Reserve Building	7,579.07
A914 · Fund Balance Appropriated	20,000.00
A917 · Fund Balance Unappropriated	171,811.59
Net Income	<u>53,157.24</u>
Total Equity	<u>253,122.28</u>
TOTAL LIABILITIES & EQUITY	<u><u>254,660.08</u></u>

Town of Berkshire
Profit & Loss Budget vs. Actual
January through October 2014

	TOTAL				
	Oct 14	Jan - Oct 14	Budget	\$ Over Budget	% of Budget
Income					
A980 · Revenues					
A1001.1 · Real Property Taxes	0.00	83,605.00	83,605.00	0.00	100.0%
A1090 · Interest & Penalty-Property Tax	0.00	3,279.82	3,500.00	-220.18	93.71%
A1120 · SalesTax	16,849.71	106,515.56	100,000.00	6,515.56	106.52%
A1170 · Franchises	5,970.64	5,970.64	5,500.00	470.64	108.56%
A1255 · Clerk Fees	-1,544.81	2,358.88	1,500.00	858.88	157.26%
A1255.1 · Newsletter	0.00	1,091.67	1,000.00	91.67	109.17%
A1550 · Dog Control Fees	0.00	0.00	700.00	-700.00	0.0%
A2401 · Interest & Earnings	6.22	58.04			
A2544 · Dog Licenses	101.50	813.12	750.00	63.12	108.42%
A2555 · Building Permits	75.00	896.80	800.00	96.80	112.1%
A2610 · Fines & Foreited Bail	0.00	3,173.00	8,000.00	-4,827.00	39.66%
A3001 · State Revenue Sharing	11,323.00	11,323.00	11,000.00	323.00	102.94%
A3005 · Mortgage Tax	0.00	5,483.87	12,000.00	-6,516.13	45.7%
Total A980 · Revenues	32,781.26	224,569.40	228,355.00	-3,785.60	98.34%
Total Income	32,781.26	224,569.40	228,355.00	-3,785.60	98.34%
Expense					
66900 · Reconciliation Discrepancies	0.01	0.00			
A522 · Expenditures					
A1010.1 · Legislative Board PS	0.00	3,600.00	4,800.00	-1,200.00	75.0%
A1110.1 · Municipal Court PS	266.67	2,666.70	3,200.00	-533.30	83.33%
A1110.2 · Fines - State share	0.00	2,875.00	7,000.00	-4,125.00	41.07%
A1110.4 · Municipal Court CE	54.35	1,509.13	1,600.00	-90.87	94.32%
A1111.1 · Secretary to Justice	0.00	0.00	700.00	-700.00	0.0%
A1220.1 · Supervisor PS	0.00	2,700.00	3,600.00	-900.00	75.0%
A1220.4 · Supervisor CS	0.00	84.99	1,000.00	-915.01	8.5%
A1220.5 · Newsletter Expense	41.99	727.88	1,000.00	-272.12	72.79%
A1221.1 · Deputy Supervisor PS	0.00	0.00	100.00	-100.00	0.0%
A1315.1 · Bookkeeper PS	275.00	2,750.00	3,300.00	-550.00	83.33%
A1315.4 · Bookkeeper CS	67.00	337.20	1,600.00	-1,262.80	21.08%
A1355.1 · Assessors PS	341.67	3,383.34	4,100.00	-716.66	82.52%
A1355.2 · Board of Review	0.00	175.00	250.00	-75.00	70.0%
A1355.4 · Assessors CE	54.35	579.12	1,000.00	-420.88	57.91%
A1410.1 · Clerk PS	416.67	4,166.70	5,000.00	-833.30	83.33%
A1410.4 · Clerk CE	345.00	993.12	2,000.00	-1,006.88	49.66%
A1420.4 · Attorney CE	583.37	5,833.70	8,000.00	-2,166.30	72.92%
A1620.2 · Building Capital Outlay	0.00	5,119.15			
A1620.4 · Town Offices CE	243.90	9,347.37	11,500.00	-2,152.63	81.28%
A1680.4 · Informaton Technology CE	809.97	972.90	4,200.00	-3,227.10	23.16%
A1910.4 · Unallocated Insurance CE	0.00	19,859.13	25,000.00	-5,140.87	79.44%
A1920.4 · Municipal Association Dues CE	0.00	500.00	500.00	0.00	100.0%
A1990.4 · Contingencies	0.00	0.00	5,250.00	-5,250.00	0.0%
A3510.1 · Dog Warden PS	183.33	1,833.30	2,200.00	-366.70	83.33%

Town of Berkshire
Profit & Loss Budget vs. Actual
January through October 2014

	TOTAL				
	Oct 14	Jan - Oct 14	Budget	\$ Over Budget	% of Budget
A3510.4 · Dog Warden CE	49.20	688.25	1,200.00	-511.75	57.35%
A4020.1 · Registrar Vital Statistics	0.00	0.00	35.00	-35.00	0.0%
A5010.1 · Highway & Street Admin PS	4,494.24	32,957.76	38,950.00	-5,992.24	84.62%
A5010.4 · Highway & Street Admin CE	0.00	215.00	250.00	-35.00	86.0%
A5132.2 · Garage - Capital Repairs	0.00	0.00	9,000.00	-9,000.00	0.0%
A5132.4 · Garage CE	54.35	3,097.70			
A5182.4 · Street Lighting	549.18	5,976.51	6,500.00	-523.49	91.95%
A6989.4 · Other Economic Dev.-REAP	0.00	277.00	277.00	0.00	100.0%
A7110.4 · Parks	0.00	1,890.00	3,500.00	-1,610.00	54.0%
A7320.4 · Joint Youth Project	0.00	1,350.00	1,350.00	0.00	100.0%
A7410.4 · Library CE	0.00	8,000.00	8,000.00	0.00	100.0%
A7450.4 · Museum CE	0.00	120.00	120.00	0.00	100.0%
A7510.4 · Historian	0.00	0.00	100.00	-100.00	0.0%
A7610.4 · Northern Tioga Neighbor Network	250.00	250.00	250.00	0.00	100.0%
A8010.1 · Code Enforcement PS	532.36	3,574.03	4,100.00	-525.97	87.17%
A8010.4 · Code Enforcement CE	0.00	1,150.57	4,373.00	-3,222.43	26.31%
A8020.4 · Planning CE	0.00	439.89	500.00	-60.11	87.98%
A8989.0 · Community Hall Renovation	0.00	1,500.00	1,500.00	0.00	100.0%
A9010.8 · State Retirement	0.00	0.00	13,750.00	-13,750.00	0.0%
A9030.8 · Social Security	498.11	4,408.92	5,500.00	-1,091.08	80.16%
A9040.8 · Workers Compensation	0.00	33,075.89	33,000.00	75.89	100.23%
A9050.8 · Unemployment Expense	0.00	77.85			
A9060.8 · Medical Insurance - Hwy Super	1,458.67	6,163.65	19,200.00	-13,036.35	32.1%
Total A522 · Expenditures	11,569.38	175,226.75	248,355.00	-73,128.25	70.56%
Total Expense	11,569.39	175,226.75	248,355.00	-73,128.25	70.56%
Net Ordinary Income	21,211.87	49,342.65	-20,000.00	69,342.65	(246.71%)
Other Income/Expense					
Other Income					
Fire District Rev	0.00	119,032.00	119,032.00	0.00	100.0%
Total Other Income	0.00	119,032.00	119,032.00	0.00	100.0%
Other Expense					
Fire District	0.00	119,032.00	119,032.00	0.00	100.0%
Total Other Expense	0.00	119,032.00	119,032.00	0.00	100.0%
Net Other Income	0.00	0.00	0.00	0.00	0.0%
	21,211.87	49,342.65	-20,000.00	69,342.65	(246.71%)

Town of Berkshire - Highway Fund
Balance Sheet
As of October 31, 2014

	<u>Oct 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
DA200 · Checking	4,735.66
DA201 · Municipal Savings Account	100,985.52
DA231 · Hwy Capital Reserve fund	84,500.00
DA231.1 · Sidewalk Reserve	14,000.00
Total Checking/Savings	<u>204,221.18</u>
Total Current Assets	<u>204,221.18</u>
TOTAL ASSETS	<u><u>204,221.18</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll Liabilities	-10.00
DA602 · Stale Dated Checks	969.80
Total Other Current Liabilities	<u>959.80</u>
Total Current Liabilities	<u>959.80</u>
Total Liabilities	959.80
Equity	
3900 · Retained Earnings	312.02
DA878 · Capital Reserve-Hwy Equip	84,500.00
DA878.1 · Capital Reserve-Sidewalks	14,000.00
DA914 · Fund Balance Appropriated	63,000.00
DA917 · Fund Balance Unappropriated	72,394.35
Net Income	-30,944.99
Total Equity	<u>203,261.38</u>
TOTAL LIABILITIES & EQUITY	<u><u>204,221.18</u></u>

Town of Berkshire - Highway Fund
Profit & Loss Budget vs. Actual
 January through October 2014

	TOTAL			
	Oct 14	Jan - Oct 14	\$ Over Budget	% of Budget
Income				
DA980 · Revenues				
DA1001 · Real Property Taxes	0.00	338,100.00	0.00	100.0%
DA1120 · Non Property Taxes (Sales)	0.00	0.00	-30,000.00	0.0%
DA2401 · Income and Earnings	7.05	93.70		
DA2651 · Sales of refuse for recycling	208.04	208.04		
DA2665 · Sale of Equipment	14,500.00	14,500.00		
DA3501 · CHIPS	0.00	0.00	-94,000.00	0.0%
DA3960 · NYS Disaster Assistance	0.00	12,777.19	777.19	106.48%
DA4960 · FEMA	0.00	38,331.54	331.54	100.87%
Total DA980 · Revenues	14,715.09	404,010.47	-108,089.53	78.89%
Total Income	14,715.09	404,010.47	-108,089.53	78.89%
Expense				
66900 · Reconciliation Discrepancies	0.00	0.02		
DA522 · Expenditures				
DA511041 Fema	0.00	2,876.00		
DA51101 · General Repairs - PR	0.00	69,990.49	-45,509.51	60.6%
DA51104 · General Repairs - CE	14,922.05	43,885.54	-35,114.46	55.55%
DA51105 · Sidewalks	0.00	0.00	-5,000.00	0.0%
DA51122 · Capital Outlay CHIPS	97,074.09	126,612.39	32,612.39	134.69%
DA51204 · Bridge CE	3,072.00	3,072.00	72.00	102.4%
DA51302 · Mach-Equipment	1,145.00	22,015.00		
DA51304 · Machinery CE	5,305.43	62,171.23	17,171.23	138.16%
DA51421 · Snow Removal PR	15,155.00	43,345.81	-17,104.19	71.71%
DA51424 · Snow Removal CE	2,403.74	18,076.93	-31,923.07	36.15%
DA89894 · Community Cleanup	0.00	2,523.70	-1,476.30	63.09%
DA90108 · State Retirement	0.00	0.00	-21,250.00	0.0%
DA90308 · Social Security	781.30	9,719.49	-2,280.51	81.0%
DA90408 · Workers Compensaton	0.00	14,860.18	-139.82	99.07%
DA90604 · Benefit inlieu of Health Ins.	0.00	9,675.00	-3,225.00	75.0%
DA90608 · Hospital & Medical Ins	590.74	6,131.68	-1,868.32	76.65%
DA99019 · Transfer to Capital Reserve	0.00	0.00	-50,000.00	0.0%
Total DA522 · Expenditures	140,449.35	434,955.44	-140,144.56	75.63%
Total Expense	140,449.35	434,955.46	-140,144.54	75.63%
	-125,734.26	-30,944.99	32,055.01	49.12%

RESOLUTION 2014

Adopt 2015 Town Budget

Adoption moved by Board Member

Seconded by Board Member

WHEREAS: The town has held a Public Hearing on the 2015 Town Budget; and

WHEREAS: The Town Board wishes to use this spending plan as submitted by the Town Supervisor for the year 2015;

Now, therefore, be it

RESOLVED: That the Tentative Town Budget as submitted by the Supervisor be hereby adopted by this resolution

Roll Call:

Ayes:

Nays:

Absent:

RESOLUTION 2014

Accept Review of Justice Court Records

**Adoption moved by Board Member
Seconded by Board Member**

WHEREAS: The Town is required under Section 2019-a of the Uniform Justice Court Act to review or audit the records of the Town Justice Court; and

WHEREAS: This Review was completed on October 28, 2014, by 2 representatives of the Town Board assigned to perform such review with Justice Brundza, and the results of this review found all records to be complete with no apparent discrepancies; therefore be it

RESOLVED: That the Review results be maintained on file in the Town Office and that a copy of the results, along with a copy of this resolution, be submitted to NYS Office of Court Administration

Roll Call:

Ayes:

Nays:

Absent:

RESOLUTION 2014

Authorize Contract with Stray Haven

**Adoption moved by Board Member
seconded by Board Member**

WHEREAS: The Town is responsible for enforcement of Dog Control and had a contract with Stray Haven that will expire December 31, 2014; and

WHEREAS: The new contract has been received with the annual service fee of \$100.00 with a dog seizure fee \$100.00. Stray Haven will attempt to collect \$50.00 per seizure from the owner and refund to the Town; therefore be it

RESOLVED: That the Supervisor be authorized to sign a contract with Stray Haven for the period of January 1, 2015 to December 31, 2015 after review and approval of the Town Attorney.

Roll Call:

Ayes

Noes

Absent

DECEMBER

TOWN OF BERKSHIRE



18 Railroad Avenue
Berkshire, NY 13736

Ph 607-657-8678
Fax 607-657-8678

December 15, 2014

- Call October Regular Meeting to Order
- Pledge of Allegiance
- Approval of Minutes
 - November 17, 2014 Regular Meeting
- Privilege of the Floor

- Reports:
 - County Planning Board – Tim Pollard
 - Highway Dept – Karl Spoonhower
 - Code Enforcement – Rachel Jacobs
 - Town Attorney – Nicholas Canizio
 - Planning Board – Ken Ceurter
 - Town Clerk Report – Connie Liddington
 - Dog Control Officer – Ronald Raab
 - Justice Court – Charlie Brundza
 - Assessor Report – Mike Maxwell
 - Supervisor Report

- Old Business:

- New Business:
 - Reappoint Planning Board members as follows:
 - Timothy Pollard 5 year term ending December 31, 2019
 - Bette Johnson 1 year term as Alternate ending December 31, 2015
 - Adopt Town fee schedule for 2015 with no changes
 - Resolution for Encumbrances
 - Resolution for Budget Reconciliation Transfers and Special Reserves

- Board Concerns
- Approval of Warrants
- Adjournment

Supervisor McEwen, with the Pledge of Allegiance, opened the Public Hearing on the 2015 Town Budget at 6:30 PM. Supervisor McEwen made comments on the Budget and opened the floor to public comment. There being no comments on the budget the Public Hearing was closed at 7:00 PM.

The Town of Berkshire held their regular monthly meeting in the Town Hall On November 17, 2014 at 7:00 PM.

Privilege of the Floor: None

Reports:

- A. County Planning Board – Received by email from Tim Pollard
- B. Highway – Karl stated Oil Furnace will not stay running at night and would like to put a small wood stove for over nights use. They can use reset day times to keep oil running during the day. Snow blower that was authorized last year will be purchased.
- C. Code Enforcement - Rachael Jacobs talked to Harold Osbury at State Code office- Notice to State and Berkshire on Swartwood property. Ask Court to give 30days to remove addition or \$1000.00 a day fine through the court system. She needs 2013 and 2014 building permits from Connie as she con not find Lee Virtue's copies.
- D. Town Attorney - Nick showed the deed to well from the IDA to the Board. He will get it recorded and submit paper work and bill for costs at December meeting.
- E. Planning Board - Ken Ceurter appointments for 2015 will be submitted for December meeting. For information Joe Ceurter, former CEO for the Town passed away on Sunday the 16th.
- F. Town Clerk- Passed report to Supervisor.
- G. Dong Control – report submitted and read
- H. Justice Court - Fines \$ 1,292 collected with \$932 going to State.
- I. Assessor – No Report
- J. Supervisor- Board informed that Highway 38 bridge will be replaced in 2016 and State Route 38 rebuilt through entire town in 2017

Old Business:

Motion made by Lillian Hoffmier, seconded by Ron Sharp to Adopt 2015 Budget as submitted at Public Hearing 11/17/14, with no tax increase. Ayes: Hoffmier, Williams, McEwen, Sharp and Stoughton. Noes: None. Carried

Motion made by Ron Sharp, seconded by Fraser Williams to Accept Audit of Court Records. Ayes: Hoffmier, Williams, McEwen, Sharp and John Stoughton. Noes: None Carried

Motion made by Lillian Hoffmier, seconded by Fraser Williams to authorize contract with Stray Haven for 2015 on approval of Town Attorney. Ayes: Hoffmier, Williams, McEwen, Sharp and Stoughton. Noes: None Carried,
New Business: None

Warrants:

Highway Fund #152 thru #170 with (164 & 167 Voided) \$47,695.91

General Fund #137 thru #156 with (139 & 140 Voided) \$20,048.01.

Motion by John Stoughton Seconded Ronald Sharp to pay as audited Carried.

Adjournment at 7:50 PM by Lillian Hoffmier, Seconded by Ronald Sharp. Carried

Respectively Submitted:
Constance M. Liddington
Town Clerk

Town of Berkshire
Balance Sheet
As of November 30, 2014

	<u>Nov 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
A200 · Checking	691.93
A201 · Municipal Savings Account	233,505.71
A231 · Building Capital Reserve	<u>7,579.07</u>
Total Checking/Savings	<u>241,776.71</u>
Other Current Assets	
A430 · Due from other towns	<u>325.55</u>
Total Other Current Assets	<u>325.55</u>
Total Current Assets	<u>242,102.26</u>
TOTAL ASSETS	<u><u>242,102.26</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll Liabilities	
NYS Retirement	40.75
Total 2100 · Payroll Liabilities	<u>40.75</u>
A602 · Stale Dated Checks	1,537.80
A690 · Holding Account	<u>99.85</u>
Total Other Current Liabilities	<u>1,678.40</u>
Total Current Liabilities	<u>1,678.40</u>
Total Liabilities	1,678.40
Equity	
3900 · Retained Earnings	574.38
A878 · Capital Reserve Building	7,579.07
A914 · Fund Balance Appropriated	20,000.00
A917 · Fund Balance Unappropriated	171,811.59
Net Income	<u>40,458.82</u>
Total Equity	<u>240,423.86</u>
TOTAL LIABILITIES & EQUITY	<u><u>242,102.26</u></u>

Town of Berkshire Profit & Loss Budget vs. Actual January through November 2014

	TOTAL				
	Nov 14	Jan - Nov 14	Budget	\$ Over Budget	% of Budget
Income					
A980 · Revenues					
A1001.1 · Real Property Taxes	0.00	83,605.00	83,605.00	0.00	100.0%
A1090 · Interest & Penalty-Property Tax	0.00	3,279.82	3,500.00	-220.18	93.71%
A1120 · SalesTax	10,126.27	116,641.83	100,000.00	16,641.83	116.64%
A1170 · Franchises	0.00	5,970.64	5,500.00	470.64	108.56%
A1255 · Clerk Fees	226.06	2,584.94	1,500.00	1,084.94	172.33%
A1255.1 · Newsletter	0.00	1,091.67	1,000.00	91.67	109.17%
A1550 · Dog Control Fees	0.00	0.00	700.00	-700.00	0.0%
A2401 · Interest & Earnings	5.20	63.24			
A2544 · Dog Licenses	30.00	843.12	750.00	93.12	112.42%
A2555 · Building Permits	0.00	896.80	800.00	96.80	112.1%
A2610 · Fines & Foreited Bail	1,307.00	4,480.00	8,000.00	-3,520.00	56.0%
A3001 · State Revenue Sharing	0.00	11,323.00	11,000.00	323.00	102.94%
A3005 · Mortgage Tax	0.00	5,483.87	12,000.00	-6,516.13	45.7%
Total A980 · Revenues	11,694.53	236,263.93	228,355.00	7,908.93	103.46%
Total Income	11,694.53	236,263.93	228,355.00	7,908.93	103.46%
Expense					
66900 · Reconciliation Discrepancies	0.00	0.00			
A522 · Expenditures					
A1010.1 · Legislative Board PS	0.00	3,600.00	4,800.00	-1,200.00	75.0%
A1110.1 · Municipal Court PS	266.67	2,933.37	3,200.00	-266.63	91.67%
A1110.2 · Fines - State share	0.00	2,875.00	7,000.00	-4,125.00	41.07%
A1110.4 · Municipal Court CE	54.92	1,564.05	1,600.00	-35.95	97.75%
A1111.1 · Secretary to Justice	0.00	0.00	700.00	-700.00	0.0%
A1220.1 · Supervisor PS	0.00	2,700.00	3,600.00	-900.00	75.0%
A1220.4 · Supervisor CS	0.00	84.99	1,000.00	-915.01	8.5%
A1220.5 · Newsletter Expense	169.30	897.18	1,000.00	-102.82	89.72%
A1221.1 · Deputy Supervisor PS	0.00	0.00	100.00	-100.00	0.0%
A1315.1 · Bookkeeper PS	275.00	3,025.00	3,300.00	-275.00	91.67%
A1315.4 · Bookkeeper CS	0.00	337.20	1,600.00	-1,262.80	21.08%
A1355.1 · Assessors PS	341.67	3,725.01	4,100.00	-374.99	90.85%
A1355.2 · Board of Review	0.00	175.00	250.00	-75.00	70.0%
A1355.4 · Assessors CE	54.92	634.04	1,000.00	-365.96	63.4%
A1410.1 · Clerk PS	416.67	4,583.37	5,000.00	-416.63	91.67%
A1410.4 · Clerk CE	434.43	1,427.55	2,000.00	-572.45	71.38%
A1420.4 · Attorney CE	583.37	6,417.07	8,000.00	-1,582.93	80.21%
A1620.2 · Building Capital Outlay	0.00	5,119.15			
A1620.4 · Town Offices CE	1,047.19	10,394.56	11,500.00	-1,105.44	90.39%
A1680.4 · Informaton Technology CE	0.00	972.90	4,200.00	-3,227.10	23.16%
A1910.4 · Unallocated Insurance CE	0.00	19,859.13	25,000.00	-5,140.87	79.44%
A1920.4 · Municipal Association Dues CE	0.00	500.00	500.00	0.00	100.0%
A1990.4 · Contingencies	0.00	0.00	5,250.00	-5,250.00	0.0%
A3510.1 · Dog Warden PS	183.33	2,016.63	2,200.00	-183.37	91.67%
A3510.4 · Dog Warden CE	66.00	754.25	1,200.00	-445.75	62.85%

Town of Berkshire Profit & Loss Budget vs. Actual January through November 2014

	TOTAL				
	Nov 14	Jan - Nov 14	Budget	\$ Over Budget	% of Budget
A4020.1 · Registrar Vital Statistics	0.00	0.00	35.00	-35.00	0.0%
A5010.1 · Highway & Street Admin PS	2,996.16	35,953.92	38,950.00	-2,996.08	92.31%
A5010.4 · Highway & Street Admin CE	0.00	215.00	250.00	-35.00	86.0%
A5132.2 · Garage - Capital Repairs	0.00	0.00	9,000.00	-9,000.00	0.0%
A5132.4 · Garage CE	364.51	3,462.21			
A5182.4 · Street Lighting	568.95	6,545.46	6,500.00	45.46	100.7%
A6989.4 · Other Economic Dev.-REAP	0.00	277.00	277.00	0.00	100.0%
A7110.4 · Parks	1,345.00	3,235.00	3,500.00	-265.00	92.43%
A7320.4 · Joint Youth Project	0.00	1,350.00	1,350.00	0.00	100.0%
A7410.4 · Library CE	0.00	8,000.00	8,000.00	0.00	100.0%
A7450.4 · Museum CE	0.00	120.00	120.00	0.00	100.0%
A7510.4 · Historian	0.00	0.00	100.00	-100.00	0.0%
A7610.4 · Northern Tioga Neighbor Network	0.00	250.00	250.00	0.00	100.0%
A8010.1 · Code Enforcement PS	532.33	4,106.36	4,100.00	6.36	100.16%
A8010.4 · Code Enforcement CE	2,290.00	3,440.57	4,373.00	-932.43	78.68%
A8020.4 · Planning CE	0.00	439.89	500.00	-60.11	87.98%
A8989.0 · Community Hall Renovation	0.00	1,500.00	1,500.00	0.00	100.0%
A9010.8 · State Retirement	10,561.00	10,561.00	13,750.00	-3,189.00	76.81%
A9030.8 · Social Security	382.86	4,791.78	5,500.00	-708.22	87.12%
A9040.8 · Workers Compensation	0.00	33,075.89	33,000.00	75.89	100.23%
A9050.8 · Unemployment Expense	0.00	77.85			
A9060.8 · Medical Insurance - Hwy Super	1,458.67	7,622.32	19,200.00	-11,577.68	39.7%
Total A522 · Expenditures	24,392.95	199,619.70	248,355.00	-48,735.30	80.38%
Total Expense	24,392.95	199,619.70	248,355.00	-48,735.30	80.38%
Net Ordinary Income	-12,698.42	36,644.23	-20,000.00	56,644.23	(183.22%)
Other Income/Expense					
Fire District Rev	0.00	119,032.00	119,032.00	0.00	100.0%
	0.00	119,032.00	119,032.00	0.00	100.0%
Fire District	0.00	119,032.00	119,032.00	0.00	100.0%
	0.00	119,032.00	119,032.00	0.00	100.0%
Net Other Income	0.00	0.00	0.00	0.00	0.0%
Net Income	-12,698.42	36,644.23	-20,000.00	56,644.23	(183.22%)

Town of Berkshire - Highway Fund
Balance Sheet
As of November 30, 2014

	<u>Nov 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
DA200 · Checking	4,736.07
DA201 · Municipal Savings Account	92,477.77
DA231 · Hwy Capital Reserve fund	84,500.00
DA231.1 · Sidewalk Reserve	14,000.00
Total Checking/Savings	<u>195,713.84</u>
Total Current Assets	<u>195,713.84</u>
TOTAL ASSETS	<u><u>195,713.84</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll Liabilities	-\$10.00
DA602 · Stale Dated Checks	969.80
Total Other Current Liabilities	<u>959.80</u>
Total Current Liabilities	<u>959.80</u>
Total Liabilities	959.80
Equity	
3900 · Retained Earnings	312.02
DA878 · Capital Reserve-Hwy Equip	84,500.00
DA878.1 · Capital Reserve-Sidewalks	14,000.00
DA914 · Fund Balance Appropriated	63,000.00
DA917 · Fund Balance Unappropriated	72,394.35
Net Income	-39,452.33
Total Equity	<u>194,754.04</u>
TOTAL LIABILITIES & EQUITY	<u><u>195,713.84</u></u>

Town of Berkshire - Highway Fund Profit & Loss Budget vs. Actual January through November 2014

	TOTAL				
	Nov 14	Jan - Nov 14	Budget	\$ Over Budget	% of Budget
Income					
DA980 · Revenues					
DA1001 · Real Property Taxes	\$0.00	\$338,100.00	\$338,100.00	\$0.00	100.0%
DA1120 · Non Property Taxes (Sales)	\$0.00	\$0.00	\$30,000.00	-\$30,000.00	0.0%
DA2401 · Income and Earnings	\$4.20	\$97.90			
DA2651 · Sales of refuse for recycling	\$0.00	\$208.04			
DA2665 · Sale of Equipment	\$400.00	\$14,900.00			
DA3501 · CHIPS	\$0.00	\$0.00	\$94,000.00	-\$94,000.00	0.0%
DA3960 · NYS Disaster Assistance	\$15,363.83	\$28,141.02	\$12,000.00	\$16,141.02	234.51%
DA4960 · FEMA	\$46,091.47	\$84,423.01	\$38,000.00	\$46,423.01	222.17%
Total DA980 · Revenues	\$61,859.50	\$465,869.97	\$512,100.00	-\$46,230.03	90.97%
Total Income	\$61,859.50	\$465,869.97	\$512,100.00	-\$46,230.03	90.97%
Expense					
66900 · Reconciliation Discrepancies	0.00	0.00			
DA522 · Expenditures					
DA511041 Fema	\$0.00	\$2,876.02			
DA51101 · General Repairs - PR	\$0.00	\$69,990.49	\$115,500.00	-\$45,509.51	60.6%
DA51104 · General Repairs - CE	\$4,750.00	\$48,635.54	\$79,000.00	-\$30,364.46	61.56%
DA51105 · Sidewalks	\$0.00	\$0.00	\$5,000.00	-\$5,000.00	0.0%
DA51122 · Capital Outlay CHIPS	\$11,624.59	\$138,236.98	\$94,000.00	\$44,236.98	147.06%
DA51204 · Bridge CE	\$0.00	\$3,072.00	\$3,000.00	\$72.00	102.4%
DA51302 · Mach-Equipment	\$0.00	\$22,015.00			
DA51304 · Machinery CE	\$9,666.14	\$71,837.37	\$45,000.00	\$26,837.37	159.64%
DA51421 · Snow Removal PR	\$10,261.36	\$53,607.17	\$60,450.00	-\$6,842.83	88.68%
DA51424 · Snow Removal CE	\$16,170.03	\$34,246.96	\$50,000.00	-\$15,753.04	68.49%
DA89894 · Community Cleanup	\$0.00	\$2,523.70	\$4,000.00	-\$1,476.30	63.09%
DA90108 · State Retirement	\$16,519.00	\$16,519.00	\$21,250.00	-\$4,731.00	77.74%
DA90308 · Social Security	\$784.98	\$10,504.47	\$12,000.00	-\$1,495.53	87.54%
DA90408 · Workers Compensaton	\$0.00	\$14,860.18	\$15,000.00	-\$139.82	99.07%
DA90604 · Benefit inlieu of Health Ins.	\$0.00	\$9,675.00	\$12,900.00	-\$3,225.00	75.0%
DA90608 · Hospital & Medical Ins	\$590.74	\$6,722.42	\$8,000.00	-\$1,277.58	84.03%
DA99019 · Transfer to Capital Reserve	\$0.00	\$0.00	\$50,000.00	-\$50,000.00	0.0%
Total DA522 · Expenditures	\$70,366.84	\$505,322.28	\$575,100.00	-\$69,777.72	87.87%
Total Expense	\$70,366.84	\$505,322.30	\$575,100.00	-\$69,777.70	87.87%
	-\$8,507.34	-\$39,452.33	-\$63,000.00	\$23,547.67	62.62%

Town of Berkshire, NY

Fee Schedule

As amended January 2015

	Fees**
<u>Construction:</u> (see Building Permit Ordinance)	
One or Two family dwelling	\$150 up to 1500 sq. ft. \$.10 per addl. sq. ft.
Alteration/addition	\$50 up to 500 sq. ft. \$.10 per addl. sq. ft.
Garages	\$75
Accessory Buildings (shed, pole, etc.)	\$75 (greater than 144 sq. ft.)
Commercial Building	\$250 up to 1500 sq. ft. \$.20 per addl. sq. ft.
Handicap Ramp	No fee (permit required)
Agriculture Building	No fee (permit required)
Demolition	\$30
Woodstove, chimney or fireplace	\$50
Pool	\$50
Deck/Porch (uncovered)	\$30 (greater than 144 sq. ft.)
Variance Request	\$25
<u>Mobile Home:</u> (see Mobile Home Law)	
Installation	\$200
Additions	\$75
Temporary Installation (home or office)	\$75
<u>Site Plan Review:</u> (see Site Plan Review Law)	
To be determined by the Town of Berkshire Town Board	\$100 - \$500
<u>Road Preservation:</u> (see Road Preservation Law)	
Application Fee	\$50
Bond for Dirt Road	\$1,000 - \$2,500
Bond for Paved Road	\$2,500 - \$7,500
<u>Junk Yard:</u> (see Junk Yard Law)	
License, first year	\$500
License, annual renewal fee	\$250
<u>Towers:</u> (see Regulating Telecommunication Facilities Law)	
Special Use permit	\$5,000
Collocation Special Use permit application fee	\$2,000 per antenna
<u>Dog Control:</u> (see Dog Control Local Law)	
Neutered or Spayed Dog License/registration (Includes local fee of \$3.50)	\$7
Unneutered or Unspayed Dog License/registration (Includes local fee of \$3.50)	\$14
Registered purebred dogs: if no more than 10 (ten)	\$25
Registered purebred dogs: if no more than 25 (twenty five)	\$50
Registered purebred dogs: if more than 25 (twenty five)	\$100
Assistance Dogs are exempt from fees (must register and and be tagged)	\$0
One (1) Dog for person's over 65 is exempt from \$3.50 local fee.	\$3.50/10.50
Replacement tag	\$3
Seizure Fee*	\$20
Impoundment Fee*	\$80
Impoundment Fee for biting dogs*	\$110
*Paid to and administered by the Humane Center; 2011 rates shown here; actual fee per contract	
** Payment: Typically fees are paid to the Town Clerk	
Note: Any project started without a permit will be charged DOUBLE the normal fee.	
Appr. by TB at mtg on 12/15/2014	

RESOLUTION 2014

Encumber Funds

**Adoption moved by Board Member
Seconded by Board Member**

RESOLVED: That the Supervisor be and hereby is authorized to encumber whatever funds he deems necessary under proper accounting standards; and be it further

RESOLVED: That said funds be encumbered before December 31, 2014 to allow for proper coding of bills for payment in January

Roll Call:

Ayes:

Nays:

Absent:

RESOLUTION 2014

Year End Transfer

**Adoption moved by Board Member
Seconded by Board Member**

RESOLVED: That unencumbered balances of appropriation accounts, and unanticipated revenue account balances in the amount equal to the sum of overdrawn appropriation accounts in all funds be, and hereby are appropriated to overdrawn accounts; and be it further

RESOLVED: That budgetary transfers for reserves stated in the adopted budget are directed to be completed if funds are available; and be it further

RESOLVED: That the Supervisor is hereby authorized and directed to affect this resolution

Roll Call:

Ayes:

Nays:

Absent: