

Town of St. Armand  
2025 Budget Work Session #1  
Wednesday, October 2, 2024 – 5:30 pm

*These Budget Work Session Minutes were approved by the St. Armand Town Board on November 13, 2024.*

A Budget Work Session of the Town of St. Armand was held in person at the above date and time at the Town Hall, Bloomingdale, NY, and virtually on-line.

**BOARD MEMBERS PRESENT:**

Town Supervisor Davina Thurston, Deputy Supervisor Karl Law, Councilperson Donna Whitelaw, Councilperson Sheridan Swinyer and Councilperson JP O’Neil  
*A quorum of the Board was in attendance.*

**TOWN EMPLOYEES PRESENT:**

Town Clerk Shauna Manning and Highway Superintendent Doug Snickles

GUESTS: None

A Notice was posted regarding the date of this meeting.

Supervisor Davina Thurston called the Budget Work Session to order at 5:30 pm and asked all to join in saying the Pledge of Allegiance.

**BUDGET WORK SESSION**

The first budget work session of 2025 started with an overview of General Funds (A), General Funds (B), Highway DA and DB Funds. Also included was a review of salaries and individual requests for pay increases. It was discussed that Highway Superintendent Doug Snickles acts as an MEO therefore his salary was split between Superintendent and MEO making it more equitable.

Discussion and questions ensued amongst Town Board members reviewing the preliminary budget page by page.

Supervisor Thurston prepared and distributed the Highway Equipment Replacement analysis for 2025, a Sidewalk Replacement Schedule and a Paving Town Road Schedule to the Town Board. Also included was a review of salaries and individual requests for pay increases.

There was a pay increase asked from Barbara Darrah for Records Management to \$2,000. Discussion ensued, the Town Board asked for additional information on the job. The approval was tabled until the next Budget Work Session. Supervisor Thurston explained why the General Maintenance Salary request for an increase, The Town Board approved the General Maintenance Salary at this meeting.

As recommended by Dan Manning, Essex County Attorney, a Public Hearing was scheduled for October 9, 2024, at 5:30 pm, in order to introduce Local Law NO. 2 of 2024 entitled “A Local Law to Override the Tax Levy Limit Established in General Municipal Law”. The introduction of this law is a tentative measure and adoption may not be necessary, once the 2025 Budget is finalized.

The Board ended the discussion on the A, B, DA and DB Funds, and agreed to review the remainder of the budget at the next Budget Work Session scheduled for October 9, 2024, at 5:30 pm.

**QUESTIONS, COMMENTS, CONCERNS**

Supervisor Thurston asked participants of the meeting if there were any questions, comments, or concerns. There were none.

**MOTION TO ADJOURN BUDGET WORK SESSION**

Councilperson JP O’Neil made a Motion to end the Budget Work Session. The Motion was seconded by Councilperson Donna Whitelaw. The Budget Work Session ended at 7:12 pm.

I, Shauna Manning, Town Clerk for the Town of St. Armand, do hereby certify that the above is a true and correct transcript of the Budget Work Session minutes held on the above-referenced date.

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Shauna Manning  
St. Armand Town Clerk

Dated: October 2, 2024