**Town of Roseboom**

**Otsego County**

**Resolution #5-2021**

**2022 Budget**

**RESOLUTION #5-2021: The Town Board approves to adopt the 2022 Budget for the Town of Roseboom.**

**WHEREAS: at the regular meeting of the Town Board of the Town of Roseboom, County of Otsego, State of New York, held at the Town Municipal Building, 126 County Highway 50, Cherry Valley, NY 13320, on the 4th of November 2021, at 6:30 pm; there were:**

**PRESENT: Supervisor Patti Gustafson, Council Person Curtis VanDewerker, Council Person Allegra Schecter, Council Person Charles Diamond II, and Council Person Steve Gridley.**

**Council Person Diamond offered the following resolution and moved for its adoption:**

**Council Person Schecter seconded the motion:**

**WHEREAS, (5.1) Responsibility of Town Board.**

**The Town Law places in the town board the responsibility for the general management and control of the finances of the town.** An important function of the town board in meeting this responsibility is in connection with the raising of monies to run the town and with the proper and legal expenditures of such monies, and

**WHEREAS, (5.2) Definitions**

Several fiscal and budget terms are defined in Town Law 103, and

**WHEREAS, 5.3) Budget and Fiscal Year.**

All towns operate on a fiscal year which runs from January 1 to December 31. The monies to run the town government are raised in a budget which is prepared and adopted, during the fall of the preceding fiscal year. Taxes collected to raise the monies to be used to run the town government during the fiscal year are those taxes collected during January in each year, and

**WHEREAS, (5.4) Town Budget Calendar**

* Budget Officer/Supervisor furnishes heads of administrative units (department heads and officials) with estimate forms by (9/1)
* Submission of estimate by (9/20
* Filing of Tentative Budget with Town Clerk by (9/30)
* Town Clerk submits Tentative Budget to Town Board by (10/05)
* Revision by Town Board; preparation of Preliminary Budget due by: upon completion of review and modification of Tentative Budget, and prior to public hearing, to be filed in Town Clerk’s Office.
* Notice of Public Hearing: at least 5 days between notice publication and hearing date.
* Public Hearing: Thursday following election.
* Final revision of Preliminary Budget: after public hearing but prior to final adoption.
* Adoption of budget by (11/20)

**TOWN LAW – ARTICLE 11 (BUDGETING PROCESS)**

**WHEREAS, (5.5) Start of process; procedural requirements**

**The first steps in the adoption of a town budget must be taken in September. The adoption of a legal town budget requires that various procedures be accomplished within the very specific time schedule set forth in the Town Law. (see above calendar) All action taken by the Town Board in connection with the budget procedure must be taken at a formal meeting of such town board, and**

**WHEREAS, (5.12) Final Revision and adoption of budget (Town Law #109)**

**After the public hearing, the town board may alter and revise the Preliminary Budget.**

**The budget must be adopted by November 20 and be recorded in the minutes of the town board. It then becomes the annual budget of the town for the next fiscal year, and**

**WHEREAS, (5.13) Tax Levy (Town Law #109)**

**The Town Clerk is required to prepare and certify in duplicate the annual budget as adopted by the town board, together with the estimates for special improvement districts. Within 5 days thereof, he or she is required to deliver two (2) copies to the town supervisor, who must present such copies to the county legislature within ten (10) days after receipt thereof from the Town Clerk, for levy with county taxes.**

**NOW THEREFORE BE IT RESOLVED, that the Town Board for the Town of Roseboom has met all the requirements for the budget process, and**

**BE IT FURTHER RESOLVED, that the** Town of Roseboom, Otsego County, New York is hereby authorized to adopt a budget for the fiscal year 2022 that required a real property tax levy in excess of the limit specified in General Municipal Law 3-c, and

**BE IT FURTHER RESOLVED, that the Town Board for the Town of Roseboom approves the adoption of the Town Budget for fiscal year 2022, and**

**BE IT FURTHER RESOLVED, that t**his local law shall take effect immediately upon filing with the Secretary of State.

**By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Erin Seeley**

**Town Clerk**

**SEAL**