

October 16, 2025
Town of Lyme
Budget Meeting

A budget work session of the Town Board of the Lyme, County of Jefferson and the State of New York was held at 11385 NYS Route 12E, Chaumont, NY at 1:00 P.M., on the 16th day of October 2025.

Deputy Supervisor Bourquin called the Budget Work Session to order at 1:00 P.M.

Those present included Deputy Supervisor Bourquin, Councilmember Gosier, Councilmember Jerome, Town Clerk Ariana Henderson, Larid Petrie, Clerk to the Supervisor Lynda Jackson and Jennifer Kingsley.

Absent: Councilmember Farrell and Supervisor Millington

Budget Discussion:

Larid Petrie was present to assist with the 2026 budget.

Laird Petrie suggested removing the Consolidated Health District from the Town's accounts. He explained that the district is required to have its own governing board and to file its own financial reports, as the funds belong to the Consolidated Health District and are not considered Town funds.

A question was raised regarding whether the Town is required to appoint a Health Officer and Health Doctor. The Town will contact the Association of Towns for clarification.

Laird also explained that the Water District's revenues and appropriations should balance. He reviewed how much of each fund balance is being utilized within the Town's budget.

He further clarified that reserve funds listed under "Other Provisions" in the budget are intended solely for reserve accounts and must be maintained as restricted balances. Any interest earned on these accounts must also remain within the respective reserve funds.

Laird noted that the only bank account required to be separate from the General Fund should be one used for proceeds of debt. When borrowing funds, the Town must maintain a clear record of all related expenditures.

He also advised that any work performed by the Highway Department outside of regular highway roadwork and repairs should be properly charged to the General Fund (A) under the "Personal Services" account.

A discussion was held regarding the fund balance and the property tax cap. Laird recommended consulting with the Town's accountant to determine whether the Town is projected to end fiscal year 2025 with a surplus or a deficit.

He also explained that it is allowed to budget transfers from Fund B to DB and from Fund A to DA, but transfers in the opposite direction are not allowed.

Adjournment

Resolution 2025-231: Deputy Supervisor Bourquin made the motion to adjourn at 3:00 p.m.; Councilmember Gosier seconded the motion; all were in favor; motion carried.

Respectfully Submitted,

Ariana Henderson

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Town Clerk