

MINUTES OF A REGULAR MEETING OF
THE BUDGET COMMITTEE OF THE VILLAGE OF MAMARONECK
OCTOBER 17, 2011 AT 7:30PM AT THE VILLAGE COURTROOM

PRESENT

Chair	Leon Potok	Trustee	John Hofstetter
Secretary	Dan Margoshes	Village Mgr	Richard Slingerland
Members	Manny Enes	Asst Village Mgr	Daniel Sarnoff
	Glenn Tippett	Clerk/Treasurer	Agostino Fusco
	Jeffrey Rubin		

DISCUSSION

1. Minutes of the March and May meetings were reviewed and approved as amended
2. Prior to arrival of Trustee Hofstetter and village officials, the committee discussed the status of the set of financial management recommendations that were agreed with the Village Manager and presented to the Trustees in March 2011.
3. Supplemental schedules to audit report: after arrival of Trustee Hofstetter and Village officials; Mr. Fusco distributed 2010 financials formatted as requested in the set of committee recommendations (attached). Mr. Fusco noted that that the salary schedules requested by the committee were 85% complete and would be distributed shortly. He also noted that the FY 2011 schedules would be completed after the audit results are presented to the board, and would also include a comparison of the FY11/12 budget to the 2011 actual results.
4. New York State 2% tax cap: Messrs. Slingerland and Sarnoff discussed the impact of the 2% tax cap on the upcoming budget. They noted that NY State mandated employee benefits - pension and medical insurance - were rising much faster than the 2% cap, and that the law only offers very modest exclusion of that increase from the cap. This may force the village to make significant cuts to services to ensure the tax levy falls within the cap. Alternatively, the Board of Trustees may vote to exceed the cap by a 3/5 majority vote. This is different from the school district, which must put any decision to exceed the cap directly to voters, which must approve by 60% majority.
 - a. The committee also discussed the library budget, which includes new debt service for the building approved several years ago. This will be difficult to include under the cap as well.
 - b. Mr. Sarnoff noted that he was in contact with state officials and attending several meetings for municipal staff across our region to understand the new tax cap law, and the potential impact on our finances. He stated that there was a lot of information available on the NY State Comptroller's website and he would forward relevant links
5. Mr. Slingerland reviewed progress on implementing the Committee recommendations.
 - a. Workers Compensation – Mr. Slingerland stated that the Village is taking steps to monitor and manage claims, including paying certain smaller claims out of pocket and managing significant claims closely. The Village is also implementing new safety procedures developed through safety committees in each department.
 - b. Technology assessment – after discussion, the Committee and Village officials agreed that, in the interest of avoiding the expense of consultants, a committee should be formed as soon as possible to evaluate current technology deployed in the village and the direction for Village IT infrastructure for the next five years. It was agreed that a new IT

committee should be formed, comprised of between three and five interested and qualified village residents.

- c. Performance measurement – Mr. Slingerland stated that the 2% cap and current Village finances have necessitated that village staff focus on cutting costs in the near term rather than establishing new performance measures. Committee members observed that it will be important to have performance measures in place in order to assess the impact of the cost cutting and that more progress should be made in this area.
 - d. Capital budget – Mr. Slingerland stated that this is fundamentally a facility needs assessment. Currently they are just reviewing the state of the physical plant at each facility, although it was agreed that the needs assessment also should include an assessment of space needs over the next five years.
 - e. Budget vs. actual reporting – Mr. Fusco expected to distribute in the next 2 to 3 weeks
 - f. Non-cash liabilities (retiree medical) – Committee members noted that the next budget should included a projection of non-cash accruals as a footnote
 - g. Information on village website – Mr. Fusco stated that audit reports and final budgets will be posted shortly. There was further discussion of posting online labor agreements and related materials, per the Committee’s and Administration’s March recommendations. Mr. Slingerland noted that the labor agreements are available for inspection at Village offices during regular business hours and through Freedom of Information Law requests.
6. Mr. Slingerland stated that he would discuss the set of recommendations again with the Board of Trustees; in particular focusing on:
- a. Establishment of a Village IT Committee
 - b. Discussion of the Village’s longer term space needs
7. The committee received an update on the Harbor Plan and the Malcolm-Pirnie Sanitation department recommendations
- a. There has been discussion of expanding the number of finger slips at the Harbor Island marina to accept larger boats, although this would reduce the total number of slips. The committee agreed that an investment plan should be prepared to help evaluate the potential new revenue against the capital expenditure
 - b. Mr. Slingerland stated that the Sanitation department would be implementing certain aspects of the Malcolm-Pirnie recommendations from January 1, 2012 - reducing from six to five routes and shifting two employees elsewhere. The village is also evaluating disposal of two older trucks.

ADJOURNMENT

With no further matters before the committee, on motion duly made and seconded, the meeting was adjourned at 10:00 PM.

Prepared by: Dan Margoshes
Secretary

Approved: December 19, 2011