

MEETING HELD NOVEMBER 15, 2012

A special meeting of the Board of Trustees of the Village of Port Chester, New York, was held on Thursday, November 15, 2012 at 6:30 P.M., in the Village Hall Conference Room, 222 Grace Church Street, Port Chester, New York, with Mayor Dennis Pilla presiding.

Present in addition to Mayor Pilla, were Trustees Saverio Terenzi, Bart Didden, and Joseph Kenner.

It should be noted that Trustee Daniel Brakewood arrived at 6:40 p.m. and Trustee Branca arrived at 6:42p.m.

It should be noted that Trustee Luis Marino was absent.

Also present were Village Manager, Christopher Steers; Village Clerk, Janusz R. Richards; and Village Attorney, Anthony Cerreto.

On motion of Trustee Didden, seconded by Trustee Terenzi, the meeting was declared opened at 6:32 p.m.

AYES: Trustees Terenzi, Didden, Kenner, and Mayor Pilla

NOES:

ABSENT: Trustees Brakewood, Marino and Branca

WORKSESSION

Workshop to review Village Manager's goals, objectives and priorities.

Mr. Steers presented to the Board a summary of his village goals and village priorities and strategies. The goals Mr. Steers spoke about were the following: Code Enforcement, 2013 Village Election, Sewer Rent Project, Five Year Operating Budget/Goal, Capital Plan, Economic Development, Emergency Preparedness, Performance Management, Information Technology Resource Management, and the adoption of the Comprehensive Plan and Zoning Text Amendments. Mr. Steers also presented to the Board a ranking sheet of the list of priorities. The

Board asked several questions regarding Mr. Steers objectives and priorities and the following resolution was presented to the Board to adopt:

RESOLUTION

On motion of TRUSTEE DIDDEN, seconded by TRUSTEE KENNER, The following resolution was adopted by the Board of Trustees Village of Port Chester, New York:

WHEREAS, pursuant to Port Chester's Village Manager Law, the Village Manager is the Chief Administrative Officer and Chief Fiscal Officer of the Village of Port Chester responsible for the administration of all Village affairs placed in his charge as defined therein; and

WHEREAS, the Village Manager has this date presented to the Board of Trustees a memorandum entitled "Village Manager's Draft Goals and Strategies"; and

WHEREAS, strategic planning/management is a tool that involves developing an organization's mission, describing its vision, formulating strategies, goals and objectives, ranking priorities and allocating resources to effectively implement such strategies, goals and objectives; and

WHEREAS, a strategic planning/management process is particularly important for local governments which must confront a unique and challenging environment of scarce resources, limited staff, severe fiscal constraints balanced against expectations of accustomed high levels of services; and

WHEREAS, the Board has duly considered the Village Manager's presentation at a special meeting dedicated to this matter. Now, therefore, be it

RESOLVED, that the Board of Trustees hereby accepts the Village Manager's recommended approach and ratifies and ranks the priorities enumerated in his memorandum; and be it further

RESOLVED, that the Manager be directed to report to the Board on a monthly basis on the status of the implementation of such strategies, goals and objectives by Village staff and be accountable to the Board with regard to same.

Village Manager’s Priorities Ranking

| Priorities | Rank | Short Term | Ongoing | Long Term |
|--|------|------------|---------|-----------|
| A. Code Enforcement | 1 | | √ | |
| B. 2013 Election | | √ | | |
| C. Sewer Rent Project | 2 | √ | √ | |
| D. 5 Year Operating Budget | 5 | √ | √ | |
| E. Capital Plan | 3 | √ | √ | |
| F. Economic Development | | | | √ |
| G. Municipal Center * | | | | √ |
| H. Housing Rehab Program * | 4 | √ | √ | |
| I. Bulkhead Repair / Replacement / Revetment , & District * | | √ | | |
| J. Marina Licensing Agreement * | | √ | | |
| K. Emergency Preparedness | | √ | | |
| L. Performance Management | | | √ | √ |
| M. Information Technology Resource Management | | √ | √ | |
| N. Adoption of the Comprehensive Plan and Zoning Text Amendments | | √ | | |
| | | | | |

Source: Village Manager’s Draft Goals and Strategies 11/15/12

* These priorities can be a sub category under Economic Development

Approved by Board of Trustees 11/15/1

APPROVED AS TO FORM:

 Anthony Cerreto
 Village Attorney

AYES: Trustees Brakewood, Terenzi, Didden, Branca, Kenner and Mayor Pilla

NOES:

ABSENT: Trustee Marino

DATE: November 15, 2012

At 7:17 p.m., on motion of Trustee Didden, seconded by Trustee Kenner, the meeting was closed.

AYES: Trustees Brakewood, Terenzi, Didden, Branca, Kenner and Mayor Pilla

NOES: None

ABSENT: Trustee Marino

Respectfully submitted,

Jacqueline Johnson
Deputy Village Clerk