

Corinth Shared Service/Dissolution Feasibility Study Committee Meeting

November 23, 2009

6 pm, Fire Hall

Committee Members Present: Renee Baker, Ed Byrnes, Jeff Collura, Melanie Denno, Julius Enekes, Bill Fuller, Jim Hopkins, Tim Murphy (Chairman), Dick Lucia, Scott Sprague

Others Present: Nicole Colson, Shawn Eggleston, Andy Kelley, Art Lozier

Consulting Team Members Present: David Liebschutz, Joseph Stefko, Michael N'Dolo

Agenda

1. Review status of baseline report
2. Discuss implications of changes in NYS consolidation/dissolution law

The meeting was called to order by Mr. Murphy at 6:02 pm. The minutes from September's Committee meeting were unanimously approved.

Mr. Murphy invited Mr. Liebschutz to provide an update on the status of CGR's baseline review of Town and Village operations. Mr. Liebschutz noted the following:

- The current version of the report is summary in nature, but will provide a foundation for the more detailed "What Exists?" report that will be provided to the Committee over the next several weeks. That baseline report is intended to serve as the starting point for considering specific shared service/dissolution options and their implications.
- Mr. Liebschutz reviewed the "Budgetary Summary" section of the report. The section overviews the Town and Village current-year budgets, and gives a best estimate of the "cost of doing business" in both municipalities. In combination, the Town and Village represent approximately \$7.5 million in total expenditures.
- Mr. Liebschutz reviewed spending overlaps that exist between the Town and Village budgets (*i.e.*, those areas in which both entities have allocated funds for the current fiscal year). Of the budget categories in which both entities spend money, road maintenance is the largest overlap, followed in order by fringe benefits, fire services, snow removal and garbage collection. Mr. Collura questioned why snow removal is presented separately from the normal highway budgets. Mr. Lozier and Mr. Eggleston explained that it is budgeted as a separate category as a "control issue" to ensure sufficient funds and spending accountability.

Mr. Murphy questioned the purpose of the summary report, and how it fit into the overall study process. Dr. Stefko explained that the baseline report is the first opportunity to see the two

municipalities in context with one another, and that it will build a shared information foundation that is required before moving into the options analysis.

Ms. Denno questioned the fire expenditures listed in the spending overlap section of the report, noting that the Village number does not reflect the roughly 50 percent paid for by the Town. Mr. Liebschutz indicated that the figure would be corrected in the report.

Mr. Hopkins asked where police expenditures were reflected in the report. The project team explained that the overlap table only reflects expenditures made by both municipalities, not expenditures made at the county level. Dr. Stefko noted that while Town residents do receive police service from the county, that expenditure is not reflected in the Town budget.

Mr. Lozier questioned whether the costs would be broken down in greater detail in the final baseline report. Mr. Liebschutz indicated that they would.

Mr. Liebschutz continued his presentation of the report:

- He presented the “Revenue Summary” section, noting that the report contains tax rates for the last two fiscal years.
- He presented data on the fund balance for both entities, noting that updated data on the Town’s current fund balance levels was added to the report subsequent to its printing. Ms. Colson pointed out that while the Village’s current budget contains some fund balance revenue, it has not yet been spent. Last year, the anticipated fund balance revenue was not spent, and thus it reverted back to fund balance. Mr. Hopkins inquired as to what is a satisfactory fund balance level for municipalities. Dr. Stefko explained that the typical guideline is 8 to 10 percent.
- Mr. Liebschutz presented the “Municipal Services” section, explaining those functions that the Town and Village provide individually, through shared service arrangements, and/or through third-party contracts.
- Mr. Liebschutz presented data on staffing allocations in both municipalities, and invited corrections/revisions from Committee members as appropriate. Mr. Lozier noted that the Village DPW figure is not accurate, since some staff are broken out by other functions. Ms. Denno noted changes to the temporary/seasonal staff figures for the Village DPW. She also pointed out that the crossing guards are Village staff, rather than Town personnel.

Mr. Liebschutz concluded his presentation by reminding the Committee a more detailed baseline report will be provided in the next several weeks. The Committee will be expected to finalize the baseline report at its January meeting.

Mr. Liebschutz then moved to a presentation of New York State’s new dissolution/consolidation law. He provided handouts to Committee members, detailing the process under a governing body-initiated dissolution vs. an elector-initiated dissolution. (Note: The handouts are appended to these minutes.)

The Committee discussed the next meeting date, and agreed to change it *from* January 13, 2010 *to* January 11, 2010 to accommodate members. The meeting will begin at 6 pm. The website will be updated to reflect the change.

Mr. Murphy asked for any final comments. Hearing none, he asked for a motion to adjourn at 7:08 pm.

DRAFT