

**Village of Harrisville
Dissolution Study Committee Meeting
Meeting #1 – January 17 @ 6:00 p.m. @ the Joint Municipal Building
Minutes**

Attendees

Committee Members: Celia Bango, Marianne Dicob, Raymond Gregory, Jessica Jenack, John LaDuc, Julie Malbeuf, Donald Messer, David Parow, Autumn Stearne, Gary Williams

Consultants: Star Carter (DANC), Carrie Tuttle (DANC), R. Roeckle (NYSDOS)

Guests: Phil Hathway (Lewis County Legislator), Roger LaPlatney, Mark Hall, Mark Ritz, Kelly Ritz, Donald Thomas, Ward Baker, Pamela Miller, Tom Best, Paul Countryman, Joseph Binion, James Smith, Chad LaPlatney, Michelle LaPlatney, Paul Jackson, Richard Dowling, Vickie Backus, Jim Backus

1. Introductions:

- Development Authority of the North Country consultants
 - Star Carter and Carrie Tuttle will be primary Authority staff members working on project
- Dissolution Study Committee members
 - See listing below
- Department of State Local Government Specialist Robert Roeckle
- Lewis County Legislator Phil Hathway
 - Phil Hathway congratulated the Village for undertaking this Dissolution process and progressing with the Study. He mentioned that the Lewis County board is very supportive of this process and passed a resolution authorizing reimbursement of \$5,000 towards the study. This reimbursement would be provided to the Village after the dissolution study is complete and a final accounting of costs received.

2. Project Objectives

- a. The objective of this project is to complete a Dissolution Study that documents existing conditions, develops possible alternatives, up to and including dissolution, that achieve cost savings and/or efficiencies. The information will be summarized in a written report.

3. Process

- a. Discuss format of meetings and delivery of information
 - i. Meetings will be held monthly.
 - ii. All Meeting information (minutes, PowerPoint presentations) will be posted on the Dissolution Committee website after each meeting:
<http://www.danc.org/operations/engineering/village-harrisville-dissolution-study>

- b. Review DOS Work Plan
 - i. The DOS Work Plan outlines the process that the Committee will follow. This is the Plan that was submitted to and approved by NYSDOS. A copy of the Work Plan is located on the webpage here:
<http://www.danc.org/files/public/Harrisville/Harrisville%20Dissolution%20Study%20DOS%20Work%20Plan.pdf>
- c. Project Components
 - i. There are three phases of the dissolution study project: Existing Conditions, Alternates Report and Final Dissolution Plan. The results of the Alternatives Report will impact whether a Final Dissolution Plan and referendum are recommended by the Committee. There will be Public Meetings after the Existing Conditions and Alternatives Phases are complete. The Committee may decide to hold the Public Meetings at the school, where there is room for a larger audience. Community members are encouraged to attend each of these meetings so they are well informed about the process and results of the study at each stage. These meetings are tentatively scheduled for 7/18/17 and 10/17/17, but are subject to change due to school availability, etc.
- d. Reference Documents for the Harrisville Dissolution Study webpage
 - i. All documents utilized by the Committee will be posted on the webpage. Some documents that will be utilized in the study include annual Financial Reports, Local Laws, existing Inter-Municipal Agreements for shared services, existing contracts for services, etc. Open Books NY is also an excellent site that provides financial information for all municipalities in NYS. A link to the site follows:
www.openbooknewyork.com

4. Presentation #1: Demographics and Socioeconomics –

- a. S. Carter presented the first topic in the Study to the Committee. A copy of this presentation will be updated to incorporate input from the Committee and posted on the webpage.
- b. R. Roeckle provided an overview of the two processes that exist for municipal dissolution: 1) Voter-Initiated Dissolution; or 2) Board-Initiated Dissolution. The process the Village of Harrisville is undertaking is a Board-Initiated process. R. Roeckle reminded the committee that a petition can be filed by the voting public to force a referendum, if the Village Board does not accept the Final Study Plan.

5. Future Meeting Schedule: Every 3rd Tuesday of the Month at 6:00 p.m. at the Village of Harrisville/Town of Diana municipal offices (unless otherwise noted)

Meeting	Month
#1 Kickoff and Demographics	January 17
#2 What Exists: Municipal Financials	February 21
#3 What Exists: Dept. of Public Works, Water Dept., & Highway Dept.	March 21
#4 What Exists: Fire Department	April 18
#5 What Exists: Municipal Officials & Employees	May 16
#6 Draft Existing Conditions Report	June 20
#7 Public Meeting #1 - Existing Conditions	July 18
#8 Alternatives	August 15
#9 Draft Alternatives Report	September 19
#10 Public Meeting #2 – Alternatives	October 17
#11 Final Dissolution Report and Plan	November 21
#12 Public Hearing (if recommended by committee)	December 19

6. Committee Members & Contact Info –

Name	Municipality	Email
Celia Bango	Diana	bcbango@juno.com
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David Parow	Diana	townofdiana@nnymail.com
Autumn Stearne	Harrisville	fallmarie69@gmail.com
Gary Williams	Harrisville	gwilliams@villageofharrisville.org

7. Other business: Next meeting will be February 21, 2017.