

Town of Clifton & Town of Fine

Efficiency/Consolidation Study Committee Meeting

Meeting #4 – 4/22/2015 @ 6:00 p.m. @ the Town of Fine Municipal Building

Minutes

1. Attendees: Bill Reil, Roger Folsom, Mark Hall, Sherm Craig, Tim Nargi, Brian Donovan, Chris Westbrook, Chuck Hooven, Kelly Smith, Cory Perrault, Jerry Cooper, Bill Dashnaw, Carrie Tuttle

2. Second Topic: Highway Departments Part II; PowerPoint Presentation given by Bill Dashnaw (Dashnaw Town Budget Service, Inc.). The Committee provided feedback on the presentation. C. Tuttle will update the PowerPoint with comments received and circulate it to the Committee for final review before posting on the website. A summary of the comments follows:
 - Summary bullets will be added to several slides to better highlight points
 - Clarification about Fine’s Superintendent salary being artificially low because he is a NYS retiree and his salary is capped at \$30k should be added
 - Grouping costs by categorical expense is a better way to compare things (see pie charts in the PowerPoint) since the Towns may account for things differently
 - Acronyms will be written out
 - Clifton uses wood to heat their Highway Garage in Newton Falls. Highway labor is used to cut wood. The labor to cut the wood is accounted for in the Highway Department budget not the General Fund. It was discussed whether heating with wood is actually more efficient. Kelly noted that the Highway Garage building is not very efficient and there is a lot of lost heat based on the age and condition of the structure.

3. Future meeting schedule for reference. C. Tuttle mentioned that she is meeting with Fire Chiefs and is working on the compilation of materials for the May meeting. The next meeting will be on May 27th.

Kick Off Meeting	January 28, 2015
Demographics & Taxes	February 25, 2015
Services Provided: Highway Department Part I	March 25, 2015
Services Provided: Highway Department Part II	April 22, 2015
Services Provided: Fire Department	May 27, 2015
Services Provided: Other – Library, Arena, Golf	June 24, 2015

Course, Dog Control, Court, etc.	
Services Provided: Water/Sewer	July 22, 2015
Personnel & Personnel Functions	August 26, 2015
Budgets	September 23, 2015
Draft "Existing Conditions/What Exist" Report &	Oct. 2015 – Dec. 2015
Informational Meeting #1	January 2016
Evaluation of Alternatives	Feb. 2016 – June 2016
Public Informational Meeting #2	July 2016
Recommendations & Final Report	August 2016
Public Information Meeting/Hearing	September 2016

4. Other Business

- M. Hall mentioned that he attended a Local Government Conference in Essex County recently and the Department of State discussed consolidation at the conference. Representatives from the DOS mentioned that there are currently 5 sets of towns considering consolidation and 2 towns + 1 village.
- The Committee discussed the desire to complete an Asset Management Plan for both Towns. It was mentioned that funding may be available to assist with this type of Plan through DOS if the Towns move forward with consolidation.
- C. Hooven said he would run another notice in the Bargain Hunter to help make sure that the public is aware of the website and the status of the study.