

Town of Clifton & Town of Fine

Efficiency/Consolidation Study Committee Meeting

Meeting #10 – 11/23/2015 @ 6:00 p.m. @ the Town of Fine Municipal Building

Minutes

1. Attendees:

Committee Members: Sue Westbrook (F), Brian Donovan (F), Roger Folsom (F), Chuck Hooven (C), Kelly Smith (C), Joe DeMart (C), Jerry Cooper (C), Jerry Cooper (C), Chris Westbrook (F)

Guests: AD Burr “Butch” Brown (F)

Consultants: Star Carter (DANC), Carrie Tuttle (DANC)

2. Existing Conditions Report – Review Draft

- Carrie summarized the process of putting together the existing conditions report and asked the committee to please submit any comments or corrections by December 18th. The draft report will still have the “draft” stamp on it when it is presented at the first public meeting in January and the public will have an opportunity to comment on it.

3. Prep for 1st Public Informational Meeting

- 1st Public Informational Meeting will be January 6, 2016 at 6:00 pm at the Clifton-Fine School.
- Outline for Presentation
 - o Opening Remarks from both Town Supervisors
 - o Introduction of Committee Members and Consultants
 - o Carrie and DOS Representative will give PowerPoint Presentation to include:
 - Funding for Study
 - Robert Roeckle from DOS will be at the meeting to speak about State funding details
 - Explain the 70% rule for the CETC credit
 - Discuss vote/process for consolidation
 - Process
 - The Committee wants to make it very clear to the public that there are no answers at this stage, only information gathered to show what currently exists. The next phase will look at alternatives to delivering Town Services, up to and including consolidation. There will be additional Public Meetings as the study progresses.

- Carrie will emphasize that the public is encouraged to give input at this meeting and also go to the website to see all of the information related to this study
- Carrie will also clarify that if the recommendation at the end of the study is for the Towns to consolidate, there will be a vote that all registered voters in the Towns may participate in. The majority of voters in BOTH Towns must vote “Yes” for it to pass.
- Schedule
 - Timing of the potential referendum and consolidation. Consolidation can be set for anytime, and Carrie recommended allowing time after the vote to implement and plan for consolidation.
- Draft Existing Conditions Report
 - Time for public comment – did the study committee miss anything, or should some other service be included?

4. Future Meeting Schedule

- The Study Committee requested an additional meeting before the Public Meeting to go over the PowerPoint presentation and Draft Existing Conditions Report. The meeting will be January 4th at 6:00 pm at the Fine Municipal Office.

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: General Fund Town Services – Library, Arena, Golf Course, Dog Control, Court, etc.	June 24, 2015
Services Provided: Water/Sewer	July 22, 2015
Personnel	August 26, 2015
Finances and Budgets	September 23, 2015
Review Draft "Existing Conditions/What Exist" Report & Plan for Public Informational Meeting #1	November 23, 2015
Review PowerPoint and Draft "Existing Conditions/What Exist" Report for Public Informational Meeting #1	January 4, 2016
Informational Meeting #1	January 6, 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

5. Other Business –

Carrie is working with the Clifton-Fine school for a webcast or a video recording that can be posted on the website.

The committee recommended that ads be posted in the Bargain Hunter to inform people of the public meeting information. Carrie will draft an article/ad.