

## **Transition Task Force Finance Subcommittee Meeting Minutes Wednesday, March 22, 2012**

Present:

Liz Lempert

Roger Martindell

Jenny Crumiller

Patrick Simon

Scott Sillars

Adrienne Kreipke

Sandy Webb (Borough CFO)

Eugene McCarthy (NJ Dept of Community Affairs)

Meeting was called to order at 8:45am.

Scott Sillars updated the Subcommittee on Task Force activity

### CGR conference call

The Subcommittee convened a conference call with Joe Stefko of CGR. Joe outlined how CGR proposed working with the Subcommittee:

1. Helping the subcommittee to track the financial impacts of proposed personnel changes and other modifications to municipal operations that are proposed by the TTF,
2. Helping to create a model that will permit the effective tracking of the actual impacts, and
3. Assist with the analysis of the financial impact of other opportunities identified by the TTF that were not analyzed in the JSSCC's reports.

With respect to the preparation of the model, it was agreed that CGR would develop the spreadsheets that would be the basis for the analyses. It was agreed that CGR would be given the Borough and Township 2012 proposed budgets—the detailed version contained in the budget books and the budget form as filed with the state—in electronic (Excel) format. Eugene McCarthy undertook to work with Borough CFO Sandra Webb in the creation of the Borough files.

Sillars then noted the need for the finance subcommittee to analyze for the TTF certain other finance-type issues arising from consolidation, such as the need to harmonize and hold a referendum on the Open Space Tax. It was determined that such items would be referred to CGR as they are identified for CGR to help prioritize and track. Subcommittee members were tasked with identifying any potential items of this nature for consideration. Issues identified for further evaluation are:

1. Open Space Tax and Trusts

2. Debt Consolidation—including (a) an inquiry to bond counsel and others of whether any additional action is necessary for the new Princeton to assume the debt of the Township and Borough, and (2) an analysis of Environmental Infrastructure Trust Debt to ensure that the municipalities are accurately apportioning debt service to sewage operations.
3. Tracking the final determination of a need for a reassessment, and
4. A review and analysis the best method to fund Transition Costs.
5. Sewer rates. The 2 bodies have different structures that will need to be merged. This can be done by ordinance.

The CGR conference call then ended.

#### TTF Budget and Transition Cost Tracking

Subcommittee reviewed a draft of the TTF Budget and Transition Cost Tracking. It was noted that the 2 costs—TTF-incurred expenses and all other costs of transition—need to be separately tracked. The subcommittee prepared an initial budget of \$149,050 and budget form (attached). The budget will be discussed with the full TTF to identify any other potential costs for inclusion.

The discussion of methods for tracking transition costs was deferred until a future subcommittee meeting.

#### 2012 Princeton Township Budget and Budget Reviews

A summarization of the Township's 2012 budget introduced on March 12 was distributed to Subcommittee Members.

To review the budgets a working group of the Subcommittee was identified—Kreipke, Martindale, Sillars, Simon.

Meeting was adjourned.