

Transition Task Force Finance Subcommittee Meeting Minutes Thursday, June 28, 2012

Present:

Jenny Crumiller
Adrienne Kreipke
Liz Lempert
Kathy Monzo

Patrick Simon
Scott Sillars
Eugene McCarthy (NJ Dept of
Community Affairs)

Absent:

Chad Goerner
Heather Howard
Roger Martindell
Sandy Webb

Meeting was called to order at 8:40am.

Meeting Agenda Items:

- (1) Minutes from June 14 were approved.
- (2) Update on Transition Task Force activities:
 - a. Open Space Tax:
 - i. At their June 25 meeting, the TTF endorsed recommending that a referendum for an Open Space Tax be included on the November ballot.
 - ii. The Finance Subcommittee recommendation of 1.7 cents was endorsed by joint governing bodies at their June 26 meeting. Two public hearings will follow in July.
 - b. Other recommendations have been approved by the subcommittees. A closer review of this work was recommended.
- (3) Status of near-term tasks by working group of subcommittee
 - a. Pro-forma savings calculations: Pat Simon presented to the full TTF on June 25 and to the joint governing bodies on June 26 the savings spreadsheet (distributed with the June 28 meeting agenda). The question of what to do next with the findings was posed, and it was agreed that the findings should be circulated back with the subcommittees to make sure there's consensus.
 - b. Transition Costs:
 - i. Sillars reported that the IT subcommittee had approved \$190k in additional transition costs.
 - ii. Sillars arranged for a meeting with Boro and Township staff on behalf of the Infrastructure and Operations subcommittee for Friday, June 29.

- iii. Sillars was planning to attend the Public Safety subcommittee on June 29 to request more detail on their transition cost estimates and a followup meeting with Curt Berry.
- iv. Eugene McCarthy advised that the subcommittee narrowly define its transition costs in terms of the incremental additional cost due to consolidation. In particular, he suggested to segregate out “normal” separation costs from recommended bonus packages.
- v. McCarthy introduced the concept of tracking staff time on consolidation-related projects, especially where they perform tasks that could otherwise be contracted out. This would be similar to cost accounting for charging a grant.

(4) Analysis of Operating Budgets: Chad Goerner will take the lead on reaching out to municipal departments to build their 2013 Budget. It was agreed that the format that was circulated in advance of the 6/28 meeting could be forwarded to department heads along with a spreadsheet organized by Boro budget line items.

(5) Other:- there was no discussion of followup items.

Adjournment