

**Transition Task Force Finance Subcommittee Meeting Minutes**  
**Wednesday, March 8, 2012**

Present:

Chad Goerner  
Liz Lempert  
Roger Martindell  
Jenny Crumiller  
Heather Howard  
Patrick Simon  
Scott Sillars  
Adrienne Kriepke  
Kathy Monzo (Township CFO)  
Sandy Webb (Borough CFO)  
Eugene McCarthy (NJ Dept of Community Affairs)

Meeting was called to order at 8:35am.

Scott Sillars updated the Subcommittee of Task Force activity

The establishment of the TTF budget was discussed. Kathy Monzo showed the Subcommittee a copy of the Consolidation Commission's budget as an example of what was previously used. It was noted that the Township will act as the contracting and disbursing entity for the TTF. As such, the Township Finance Department will be in the best position to know what activity has occurred against the budget. Ms. Monzo and Ms. Webb undertook to prepare and circulate a draft TTF budget for discussion at the next Subcommittee meeting.

Mr. Simon then gave a presentation of the Consolidation Commission's methods used in reporting on the financial aspects of consolidation (Mr. Simon sat on the Consolidation Commission's Finance Subcommittee). Mr. Simon noted that very detailed spreadsheets were prepared and managed by CGR on behalf of the Commission in support of the analysis and a similar arrangement may be warranted for this phase once municipal budgets have been finalized.

A discussion ensued on the need for the two Finance Staffs to track Transition Costs that were incurred or anticipated. Transition Costs are all costs incurred in effecting consolidation and will be incurred by many departments in both governments. The CFO's agreed to commence to discuss creating a mechanism to track and report Transition Costs to keep everyone up-to-date (including the DCA).

Ms. Webb then previewed the Borough's preliminary 2012 Budget, as recently introduced. The Municipal Tax Rate is proposed to be flat in 2012. It was noted that, on a preliminary basis, the Current Surplus increased \$700k in 2011 against

a utilization of Capital Surplus of \$2.2 million, which is budgeted to be slightly less in 2012.

Mr. McCarthy reported that he had consulted with Martin Guhl of the Mercer County Tax Office about the status of deliberations on the need for the Borough and Township to perform a reassessment as a result of consolidation. He reported that it was probable that the courses of actions followed by Neal Snyder would obviate the need for a reassessment.

In public comments, Alexi Assmus noted that the cost of newly generated tax maps were not included when the Consolidation Commission estimated Transition Costs. Ms. Monzo responded that updating the tax maps were going to be required within the next two years so at best it was a question of timing of the costs.

The meeting was adjourned. Next meeting scheduled for Thursday, March 22 at 8:30am in Conference Room A, township Hall.