

## Village of Salem Dissolution Plan

### *Steering Committee Meeting*

October 15, 2014

5:30 PM – 7:00 PM

#### MEETING NOTES

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**I. Attendees:**

- Laberge Group Staff
  - Stephanie Siciliano
  - Amanda Mahar
- Dissolution Plan Steering Committee Members
  - Seth Pitts
  - Marcus Blanck
  - Bruce Ferguson
  - Steven Saunders
  - James Bain

**II. Review Dissolution Plan Timeline:**

- Committee reviewed timeline. Some concerns with legal review and lack of communication with the Village Attorney were discussed. Marcus is going to bring this issue to the Village Board.

**III. Review Draft Dissolution Plan Table of Contents:**

- No comments from the Committee at this time. Would like to see the draft plan finalized and submitted to the Village Board for approval by December 2014.

**IV. Other Discussion Points**

- Review meeting notes from last Steering Committee Meeting: No comments from the Committee at this time.
- Make final determinations of staffing changes that will be outlined in Dissolution Plan: The Committee re-visited the interim report recommendations with regard to transfer or elimination of staff. At this point, there were no suggested changes for the plan. The only change at this time is to the fiscal analysis. (\$7,200 that was taken out of the cost analysis in anticipation that the Town would save on town office space rent. At this time, it is assumed that the town offices will remain at their current location due to lack of space (until the FD moves out) and required renovations, therefore this amount will be added back in to the cost analysis).

- Status of legal review of existing Village laws, deed transfer of Proudfit Hall: Marcus is going to bring this issue to the Village Board.
- Status of Village equipment and asset inventory: Marcus provided a detailed inventory of tools, furniture and office equipment at the dpw/water barn. The inventory of the village hall has not been completed by the Village Clerk.
- Status of financial audit: The comptroller's office will not do one. Seth is looking into the cost of a private auditor. The Committee would like to know if this will be a fundable CREG implementation grant item. On 10/16/14, Laberge Group sought an opinion from NYSDOS.
- Possible savings from combining NYMIR policies: Seth discussed with his insurance agent. No savings was identified.
- Status on Comprehensive Plan: Task is on hold until the dissolution takes place. Town would like to know if this will be a fundable CREG implementation grant item, especially since it will be necessary because the Village has zoning and the town does not. On 10/16/14, Laberge Group sought an opinion from NYSDOS.
- Discussion of Reserve Accounts: Committee was informed about the balances to date in various reserve accounts, savings accounts and trusts. At this time the Committee thinks it makes sense and it fair to the village taxpayers to keep the reserve fund moneys set aside for water system purposes only upon transfer to the Town. They also want the Library savings, and other Trusts to remain untouched and the Town will set them up for the same purposes in the future. On 10/16/14, Laberge Group sought an opinion from NYSDOS. Request was sent to their legal department. NYSDOS suggested the town and village ask their local attorneys to render an opinion.
- Other items: The Committee would like to know when the village and town will be allowed to apply for CREG implementation moneys. On 10/16/14, Laberge Group asked representatives from NYSDOS to verify.

**\*Next meeting Wednesday November 19, 2014, 6:00 pm Town Office**