

TOWN OF CHATHAM
COMMITTEE MEETING MINUTES

- **COMMITTEE: CFPC**
 - **MEETING CHAIR: David Levow**
 - **DATE: 1-21-2020**
 - **TIME: 2 pm**
 - **LOCATION: Town Hall**
-

- **COMMITTEE MEMBERS PRESENT:**
 - David Levow, Donal Collins, Cody Anderson, Maurice Bowerman, John Breault, Tim Briney, Christie Ellis, Marley Mills, Deborah Pierce, Gabriella Sperry, Tammy Shaw
 - **COMMITTEE MEMBERS ABSENT:**
None
 - **OTHERS PRESENT: 2 audience members**
-

- **CALL TO ORDER:** Meeting called to order at 2 PM by David Levow
- **APPROVAL OF PAST MINUTES: N/A**
- **GUEST SPEAKER/PRESENTATION: N/A**
- **AGENDA/DISCUSSIONS:**

1. Chairman Levow provided a history of the CFPC for new members.

Issues/concerns expressed by those who have previously been on the CFPC:

Tim Briney – need to review reserves

Gabriella Sperry – rigidity of budget categories, need for more clarity regarding fund balances and reserves, how does committee decide how surplus/reserves money is allocated

Deborah Pierce – status of highway bond

David Levow – need for budget forecast for the next 5 years (Tammy may have)

Christie Ellis – need for committee members to have exposure to the uniqueness of the municipal budgeting process

Action on above: Supervisor Collins and John Breault will work to bring in someone who can help educate the Committee on how municipal budgeting works; Chairman Levow suggested members access the NYSOSC for information on how to be a good committee member.

2. Chairman Levow reviewed the 4 major funds as dictated by the NYS Accounting and Reporting Manual for municipalities: Funds A, B, DA, and DB (Main, Town excluding Village, Highway, Highway excluding Village); reviewed budget coding system as dictated by NYS and additional coding specificity decided upon by the Town; provided a walkthrough of parts of 2019 budget as examples.

3. Discussion of goals for 2020

Supervisor Collins expressed his view re: biggest issues for 2020 – Albany Turnpike/295 traffic light; reimbursement issues; cash flow issues; and Crellin Park improvement project(s).

Supervisor Collins also expressed his hopes for the CFPC for the coming year, primarily that the committee be a watchdog on the Town's spending.

Discussion of alternatives to the current Town Courtroom arrangement (the Town renting space from the Village at the Tracey Memorial building) due to concerns about costs and accessibility. Discussion of possibility of renovating Town Hall basement into a Courtroom and meeting space.

Action on above: Chairman Levow will do initial research into State requirements for a Courtroom; Marley Mills will look into possibility of available grants to offset costs.

4. Dates for 2020 meetings set:

Feb. 14

March 13

April 10 (Good Friday)

May 15

June 12

July 10

August 14

September 11

October 9

November 13

December 11 (Hanukkah)

NEXT MEETING: Next meeting of the CFPC on Friday, February 14 at 1 pm.

ADJOURNMENT: 3:30 pm

Respectfully Submitted By,

Marley Mills, 2-1-2020