

## **Village of Mamaroneck Budget Advisory Committee**

### **Meeting Minutes: 7/9/19**

The meeting was held at 7:30 pm at Village Hall at the Regatta. Present were: John Campbell, Charles Guadagnolo, Ellen Hauptman, Bill Spiro, Len Aubrey, Michael Kula, Dan Natchez (BOT Liaison), and Jerry Barberio (Village Manager)

Absent: John Fall

Discussion:

#### 1) Procurement:

- a. Jerry Barberio indicated that he insists on P/O's when expense is greater than \$1,500. Settings in software don't allow approval if over budget. Expenses greater than \$40,000 require an RFP. Importance of clear scopes was stressed.
- b. Ellen Hauptman suggested dedicating time during our next meeting to review procurement policy. Comments to be submitted by Committee members prior to next meeting.
- c. It was noted that lack of department head compliance can be indicative of other problems.
- d. Jerry Barberio noted that departments being under one roof is critical to his role.

#### 2) WJWW:

- a. Michael Kula, Bill Spiro and Dan Natchez met with Augustino Fusco (Village Clerk/Treasurer) to conduct information gathering on the WJWW.
- b. Dan Natchez recommended that the next step is to meet with the Jerry Barberio, then the WJWW staff.
- c. Len Aubrey recommended that WJWW discussions be communicated to Mayor Tom Murphy who is the Village representative to the WJWW.
- d. Bill Spiro indicated the importance of understanding the WJWW financial procedures and that charges are reasonable.

3) Misc:

- a. Jerry Barberio to hold meeting with department heads regarding useful life.
- b. Subcommittees met individually to review respective objectives and to plan upcoming subcommittee meetings.
- c. Next meeting to be held at the Regatta on 8/13 at 7:30 p.m.