

**Village of Mamaroneck Budget Advisory Committee
Meeting Agenda, Tuesday, October 4, 2022**

1. Approve September 6, 2022 Meeting Minutes.
2. Update on BOT Special Meeting to approve Capital Budget.
3. Discuss Budget Committee's next steps for areas of focus and contribution (to be discussed with BOT following their December meeting).

**Village of Mamaroneck Budget Advisory Committee
Meeting Minutes, Tuesday, September 6, 2022**

Present: Charles Guadagnolo, Chair, Ellen Hauptman, Vice Chair, Len Aubrey, Glenn Tippett, Ed Zagajeski, Dan Sarnoff (hosting in Mayor Murphy's place)

Not Present: Bill Spiro, Mayor Tom Murphy

Attendee: Bernie

The meeting opened at 7:07pm and the minutes for the August 9th meeting were approved.

Charles relayed that Bill Spiro might want to resign from the Budget Committee since he has not been able to attend a couple of meetings. We agreed to let Bill make the decision since we already have one opening to fill.

Dan Sarnoff stated that there's nothing significant to report in the YTD spending and the Village is still running with a project fiscal year-end surplus. Glenn informed us that the BOT reviews the current fiscal year spending trends and year end projections at the 2nd BOT meeting of the month. This document is available on the Village website as an attachment for the BOT meeting.

We had a lengthy discussion on capital spending and how it's recorded. Capital expenditures go against the project in the capital fund; the expenditures accumulate until the project is completed. The Fund Balance is used to cover expenses incurred. Once the project is completed, either a bond is issued or a grant is applied for & received; these funds are then reimbursed to the Fund Balance.

Dan questioned why we did the Capital Plan template, specifically asking if the BOT requested it. The BOT did not; this is something the Committee thought might help the BOT approve a capital spending plan. Ed mentioned that if the Staff doesn't approve the template, it most likely will not go to the BOT. Jerry Barberio looked at the template in August and questioned the need for it since he and the staff submit other documents to help the BOT approve a capital plan. The BOT is scheduling a special meeting (date TBD) to review the capital requests and approve a plan.

Ellen suggested we meet with the new BOT after the December organizational meeting to see how the Committee can support them during the budget process and if there's anything else we can do.

Ed mentioned that we need a better relationship with the Village Manager and Staff going forward, even though we are here to support the BOT.

The meeting was adjourned at 8:20pm.