

Village of Mamaroneck Budget Advisory Committee
Meeting Agenda for Tuesday, February 6, 2024

1. Approve the January 2024 meeting minutes.
2. Outline a plan and schedule to accommodate the Board of Trustees' request for the Budget Committee to:
 - a. Review and advise the Board on a LOSAP (Length of Service Awards Program) for the Village Fire Department.
 - b. Work on a Capital Budget.

**Village of Mamaroneck Budget Advisory Committee
Meeting Minutes for Tuesday, January 2, 2024**

Members present: Charles Guadagnolo, Chair, Ellen Hauptman, Vice Chair, Len Aubrey, Cathy Chaput, Glenn Tippett, Nora Lucas, Board Liaison, and Francis Lively, listened in on the phone

Members absent: Ed Zagajeski

Guest: Mayor Sharon Torres

The meeting was called to order at 7:05 pm

Minutes from the December meeting were approved without amendments.

The meeting focused on sharing the work of the Budget Advisory Committee with Mayor Torres, including walking her through a document of our recent concerns about the budget process, and discussing how the Committee could better serve the Mayor and the Board of Trustees. Mayor Torres suggested that the Committee might work with the Village department heads as they develop budgets, provide recommendations on annual budgets and 5-year plans, and present recommendations at work sessions and/or public meetings. The committee agreed that this is the kind of role it would like to assume going forward. The Committee reiterated the need to have a capital budget with spending policies and prioritizations. It expressed the need for departments to present their revenue budget alongside their spending budget and place those in context with the capital plan. It also stressed the need to have department presentations separate from the budget meeting to allow for sufficient time for budget discussion with comments from both the Committee and the public. Finally, it discussed the importance of having clear, public-facing communication of the budget.

Mayor Torres added that it would be useful to review what permanent costs have been added to the Village during the pandemic era based on budgets infused with temporary funds from FEMA and federal Pandemic relief. These might need to be readjusted. She also indicated that the Village could do a better job of creating revenue.

The meeting adjourned at 8:35.