

**WARREN COUNTY BOARD OF SUPERVISORS**

COMMITTEE: **BUDGET**

DATE: **OCTOBER 11, 2006**

**Committee Members Present:**

Supervisors Caimano  
Monroe  
Gabriels  
O'Connor  
Champagne  
Kenny

**Committee Member Absent:**

Supervisor Belden

**Others Present:**

William Thomas, Chairman  
Joan Parsons, Commissioner of  
Administrative and Fiscal Services  
Joan Sady, Clerk of the Board  
Supervisor Bentley  
Supervisor Geraghty  
Supervisor Haskell  
Supervisor Merlino  
Supervisor Stec  
Supervisor F. Thomas  
Rick Murphy, Deputy Commissioner, Fiscal  
Services  
Larry Cleveland, Sheriff  
Frank O'Keefe, County Treasurer  
William Lamy, Superintendent DPW  
Marv Lemery, Administrator, Fire Prevention  
and Building Code Enforcement  
Hal Payne, Administrator, Westmount  
Health Facility  
Pam Vogel, County Clerk  
Jody Ross, Deputy Clerk  
CSEA Representatives  
JoAnn McKinstry, Confidential Secretary to  
Commissioner of Administrative and  
Fiscal Services  
Nicole Livingston, Second Deputy Clerk

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Mr. Caimano called the meeting to order at 9:40 a.m.

Mr. Caimano apprised the amount to be raised by tax based on departmental requests was \$36,829,959 and the 2006 amount was \$29,533,105. He further stated that he would be recommending an exercise which would lower the amount to be raised by tax to \$30,649,000 which was a 3.8% increase from last year.

Mr. Stec and Mr. Bentley entered the meeting at 9:43 a.m.

Mr. Caimano stated that his recommendations, as the Budget Officer, had yet to be entered; however he said, based on the amount of the increase in the budget, it seemed as though a more methodical approach was necessary that would effect overall changes without targeting any particular budget. He noted that the personnel

information was received yesterday and was still being checked and the unchecked figures were included in the departmental request portion of the budget. He added that this included the reallocation of salaries that were approved by the County and CSEA (Civil Service Employees Association), as well as any personnel activity that had been authorized since July of 2006.

Mr. W. Thomas and Mr. O'Keefe entered the meeting at 9:45 a.m.

Mr. Caimano expounded that it was necessary to include another \$530,000 in the appropriations for Solid Waste and Recycling due to estimates received from Steve Lynch.

Mr. Caimano stated that principal and interest for the \$3 million flood bonds needed to be included in the appropriations as well, which totaled \$350,000.

Mr. Caimano noted that the personnel requests and outside unit requests were not included in the budget yet and added that they had been reviewed and there were no increases beyond the 3% or any changes in job titles that had been approved.

Mr. Caimano apprised the total amount requested for the .2 codes (equipment, furniture, furnishings, technical equipment, etc.) was \$3.3 million and recommended they be cut by \$350,000, which was roughly 10%. He added that the total for the category included the \$1.7 million in road fund projects. He further stated that the total amount requested for the .4 codes (supplies, and operation expenses including travel and contracts) was \$7.9 million and recommended that the departments cut that category by 7%. He noted that in addition to that he was asking that 2/3 of the travel budget, which currently totaled \$400,000, be cut as well, which would be a \$300,000 cut. He explained that many employees were still being reimbursed for mileage as opposed to renting cars or using County vehicles which was a costly expense to the County.

Mr. Caimano reiterated that his recommendation was for the Department Heads to cut travel by 2/3, cut the .4's by 7% and cut the .2's by 10%.

Mr. Champagne questioned if the 2007 budget amount that was being discussed included the cuts that Mr. Caimano had recommended. Mr. Caimano replied it did not; these were the cuts that had already been made that were not enough and they needed to make additional cuts.

Joan Parsons, Commissioner of Administrative and Fiscal Services, clarified that the projected budget reflected cuts that had been made between the last Budget Committee meeting and the meeting today. Mr. Champagne asked for the difference between the first round of cuts and the cuts that Mr. Caimano was recommending today. Mr. Caimano replied that with the cuts that had already been made, the projected budget for 2007 would be \$36,829,959 and with the recommendations he

was making it would be \$30,649,000; a difference of approximately \$6 million.

Mr. Caimano expounded after reviewing positions within the budget, there were a few positions that needed to be added to the budget. He stated a Deputy Commissioner of Social Services needed to be added to the 2007 budget, as well as a Creative Director in the Tourism Department. He said he thought a grant writer should be added also, and should join the Planning Department on an hourly basis. He also noted that the position of a Human Resource Director was included in the 2007 budget and he recommended the position be advertised now with a start date of January 1, 2007.

Privilege of the floor was extended to Mark Stipano, representative from the CSEA (Civil Service Employees Association). Mr. Stipano distributed a packet to the Committee members, a copy of which is on file with the minutes. He apprised he was at the meeting today to encourage the installation of lifting devices in the Westmount Health Facility. He referred to the handout included in the packet entitled "Why it Pays for Westmount to Install Overhead Lifts" and reviewed the handout in detail. He noted that the Westmount Health Facility Committee had approved \$75,000 for the installation of lifts in thirty rooms at the facility. He added that this was a Medicaid reimbursable capital expense for the facility, which would be approximately an 80% return.

Mr. Haskell entered the meeting at 10:00 a.m.

Discussion ensued regarding the lifting devices.

Mr. Kenny questioned if the installation of lifts could be phased in over two years. Mr. Caimano suggested the issue be brought back to the Westmount Health Facility Committee for further discussion. Mr. Stec asked how the 80% Medicaid reimbursement would work. Hal Payne, Administrator of the Westmount Health Facility, replied if the money was spent in 2007, it would be reported on their cost report in May of 2008 and they would start recouping their money in January of 2009.

Mr. Caimano read a letter that the Department of Social Services had received, regarding the State Training Schools Retroactive Rate Increase, that stated the rate increase was 47% for State Training School Placements for 2006 and in addition to that, the increase would be retroactive to 2001.

Returning to the discussion regarding the lift devices, Mr. Geraghty stated he thought the Westmount Health Facility Committee had recommended moving forward with the purchase of the lifts and Mr. Caimano said that was correct.

Mrs. Parsons further clarified that the Westmount Health Facility Committee referred the request to include \$75,000 in the 2007 budget for the purchase of lifts to the Budget Officer. She said technically this was the Budget Officers' budget until he files

it and it was his choice whether or not to include it in the budget.

Mr. Caimano recommended again that the issue be referred back to the Westmount Health Facility Committee to determine the exact cost for the purchase and installation of lifts at the Facility. He said additional information was needed before a decision could be made.

Returning to the 2007 budget discussion, Mr. Caimano apprised the personnel changes that were made from July 1, 2006 to the present had an effect of \$900,000 on the budget. He stated he would like to send a letter to Department Heads indicating his recommendations for cuts within the budget and the Committee agreed.

Mr. Caimano announced that the Budget Committee would be meeting again on October 23, 2006 and suggested that the Westmount Health Facility Committee meet prior to that meeting in order to further discuss the lift devices.

There being no further business before the committee, on motion by Mr. Kenny and seconded by Mr. Champagne, Mr. Caimano adjourned the meeting at 10:20 a.m.

Respectfully submitted,

Nicole Livingston  
Second Deputy Clerk