



FINANCE AND CAPITAL PROJECTS COMMITTEE MEETING MEETING MINUTES

Wednesday, October 15, 2025 - 3:00 PM

Hybrid Meeting: In-Person/ Virtual Zoom Meeting

Call to Order and Roll Call

Councilman Schnall

Councilman Brown

Councilwoman Greeberg- Absent

Julie Doran, Village Administrator

Peter Travers, Deputy Administrator

Ellen Malgieri, Tax Assesor

Irma Weir, Tax Collector

Chris Bataglia, Village CFO

Greg Bock, Village Treasurer

Howard Levison, Water Administrator

Joycelyn White, Recording Secretary

Approval of Minutes

- **February 28, 2025**
- **May 29, 2025**

The meeting minutes were approved by all members present.

New Business

Tax Office Software Dicsussion

Ms. Weir provided an update on the software change in the Tax Collector's Office. The committee discussed the RFP process and requested a cost-benefit analysis focusing on user support, data migration, and security. Ms. Weir noted that she anticipates the resolution will be placed on the agenda for approval at the October 27, 2025 Village Council Meeting.

Old Business

Audit



Mr. Battaglia noted the external audit is nearing completion. Final auditor inquiries are being addressed, primarily related to capital expenditures and grant reconciliation. A draft audit report is expected soon and will be circulated prior to committee review.

COLA Increase

The committee reviewed updated projections for the upcoming cost-of-living adjustment. Finance is preparing impact scenarios for both departmental operating budgets and salary line items. Further discussion will occur during the full budget workshop.

FY'25 Operating and Capital Budget

Departments have submitted preliminary requests; Finance is conducting a line-by-line review. Capital priorities include fleet updates, building maintenance, and water infrastructure. Administrator Doran emphasized maintaining fiscal discipline while planning for mandated project timelines.

Open Space Trust Fund

Fund balance and recent expenditures were reviewed. Potential uses for 2026 include trail improvements, park enhancements, and matching funds for state grants. Committee requested a breakdown of upcoming eligible projects for the next meeting.

Water Discussion Update

Water Administrator Levison reported ongoing evaluation of system vulnerabilities and aging mains. The department is assessing compliance requirements and potential funding through state water infrastructure programs. A phased improvement plan is under development and will be incorporated into the capital budget discussions.

Department Update

- **Finance**
- **Tax Collector**
- **Tax Assessor**
- **Water Admin**

Finance Department



- Continuing to monitor revenue performance, especially tax collections and state aid projections.
- Preparing year-end closeout procedures and aligning departmental budgets with FY'25 priorities.

Tax Collector

- Preparing for the next tax billing cycle, collections remain stable.
- The office is reviewing delinquent accounts and coordinating with Finance on outstanding balances.

Tax Assesor

- Ongoing property reviews and adjustments ahead of the upcoming tax year.
- Noted several appeals are pending and will require coordination with legal counsel.

Water Administrator

- Routine system monitoring continues, including hydrant checks and leak tracking.
- Reviewing vendor proposals for meter replacements and service upgrades.
- Preparing documentation for required state reporting deadlines.

Public Comments

The Chair opens the meeting for public comments.

There were no public comments.

Next Meeting Date

To be discussed.

Adjournment



The meeting was adjourned at 4:00pm.
Respectfully submitted by Joycelyn White.