

TOWN OF BETHLEHEM

OFFICE OF THE SUPERVISOR

445 DELAWARE AVENUE

DELMAR, NEW YORK 12054

(518) 439-4955 x1164

Fax: (518) 439-1699

Email: SMessina@townofbethlehem.org



Sam Messina
Town Supervisor

To: 20/20 Implementation Committee Members:
Jim Blendell Pam Robbins
Lisa Evans John Piechnik
Brian Stenson John Clarkson
Susan Hager Ted Putney
Keith Bennett Terry Hannigan
Christo Zemerling Terri Egan
Steve Baboulis Jim Dering

From: Sam Messina

Date: July 19, 2010

Re: First 20/20 Implementation Committee Meeting

The first 20/20 Implementation Committee meeting was held on Monday, July 12, from 6:00 – 7:30 PM in room 101 of Bethlehem Town Hall.

An agenda was used to guide the initial discussion and planning work of the Committee, and various hand outs were distributed.

Terri Egan and George Leveille agreed to Co-chair the Implementation Committee.
In summary, there seems to be coalescing around the following principles and issues:

- ✓ **We need to “drill down” now in our work.** (The initial 20/20 Study was a review from 20,000 feet, and we now need to be on the ground.)
- ✓ **The big issues needed to be addressed** and priorities, work plans and schedules should all be focused on the 20/20 Implementation Committee making recommendations in areas such as: organizational consolidation; elected/appointed positions; essential/non-essential services; functions that should not be performed; funding for necessary capital improvements; different rates on user fees for different levels of services; the structural funding imbalance among major progress; water services and costs.
- ✓ **Sustainability** is a key principle that needs to be advanced as it relates to the balance necessary for economic viability and quality of life in Bethlehem.
- ✓ **Modernization and Economy, Efficiency and Effectiveness of Town Government**, should be the primary focus and involvement of the full 20/20 Implementation Committee. Further, the committee should be connected to the other critical action areas included in the 20/20 Final Recommendations Report:

- **Develop and Implement a Town-wide Economic Development Strategy** (20/20 Implementation Committee members interested in participating: K. Bennett, C. Zemerling, S. Baboulis)
 - **Work with Taxing Jurisdictions That Provide Increased Cost Effective Services to Town Residents** (J. Blendell, J. Clarkson, T. Hannigan, J. Piechnik, J. Dering)
- ✓ **On membership** it was agreed that additional Board appointed participants to the 20/20 Implementation Committee could be advantageous for the work ahead, but it would be beneficial first to firm up structure and purpose so that people’s talents are effectively used.
 - ✓ **Bethlehem Town Government Management Workshop** results from the June 24, 2010 session will be shared with the 20/20 Implementation Committee. (Attachment 1)
 - ✓ **Meetings** will be scheduled on the 3rd Thursday of each month, from 7:30 – 9:00 a.m. at the Town Hall, Room 101. The next meeting will be **Thursday, August 19th at 7:30 to 9:00 a.m.**
 - ✓ **Administrative Support** for monthly meetings (minutes, scheduling, etc.) will be provided by the Supervisor’s Administrative Assistant, Diana Jacon. Other professional program support, as needed, will be provided by Town Department Heads and their staff at the request of the supervisor.
 - ✓ **Interdepartment Management Advisory Committee (IMAC) results** will be shared with the 20/20 Implementation Committee.

20/20 Implementation Committee Members
In Attendance

Steve Baboulis
Keith Bennett
Jim Blendell
John Dering
Terri Egan
Lisa Evans
Susan Hager
John Piechnik
Pam Robbins
Brian Stenson

Town Officials and Staff Present

George Leveille
Kyle Kotary
Josh Cansler
Suzanne Traylor
Sam Messina