

# **L-M Joint Garbage Disposal Commission**

---

740 West Boston Post Road. Mamaroneck, NY 10543. 914-381-7810

**On November 20, 2023 at 10:00AM the Larchmont-Mamaroneck Joint Garbage Disposal Commission will convene in Conference Room A located on the Second Floor at 740 West Boston Post Road, Mamaroneck, NY 10543.**

1. 2024 Tentative Budget
2. Approval of 11/14/23 Minutes



# Larchmont - Mamaroneck Joint Garbage Disposal Commission



---

740 West Boston Post Road • Mamaroneck, NY 10543 • 914-381-7810

To: Honorable Town Supervisor Jaine Elkind Eney  
Honorable Village Mayor Sarah Bauer

From : Meredith S. Robson, Superintendent

Re : Revisions to 2024 Tentative Budget

As per your direction at the November 14, 2023 L-M Joint Garbage Disposal Commission meeting, I have made the following changes to the 2024 Tentative Budget:

- reduced printing and stationery line by \$1,000 to \$1,500
- increased the appropriation of fund balance by \$50,000 to \$250,000
- increased the Buildings/Grounds Repairs 2023 projection by \$8,000 to reflect the cost of installation of wifi and cameras at the Commission building
- moved the Foreman's salary from "Salaries – Full Time" to "Salaries – Administration"

I also made slight formatting changes to remove the percentages shown on the top of the revenue page and remove the revenue line "Refund of Appropriations – Prior Years" since that is not expected to be necessary in the 2024 or future budgets.

I have attached revised Accomplishments and Goals that are part of the Town's 2024 Budget document, as well, based on discussions at the November 14, 2023 meeting.

Please feel free to let me know if you have any questions.

## TOWN OF MAMARONECK

---



# GARBAGE DISTRICT

---

### **DEPARTMENTAL MISSION**

The Larchmont Mamaroneck Joint Garbage Disposal Commission (Commission) is committed to providing waste management and recycling services of the highest quality, delivered in a professional manner to our customers in the Town of Mamaroneck and Village of Larchmont., utilizing environmentally sensitive equipment that is safe, efficient, reliable, and appropriate to the work performed. In carrying out our mission, we intend to provide and maintain the best possible work environment for our employees.

### **OPERATING ENVIRONMENT/WORKLOAD INDICATORS**

The Commission is a joint agency of the Town of Mamaroneck and Village of Larchmont created by an act of the New York State Legislature in 1938. The Commission provides waste management and recycling collection services to over 5,600 residential and commercial customers. Salaries/benefits and expenses are paid by the Commission and services are contracted to the Town of Mamaroneck and the Village of Larchmont.

### **2023 ACCOMPLISHMENTS**

- ▶ To provide more convenience to our customers, the Commission continued to offer for purchase waste and recycling receptacles at the Maxwell Avenue Facility.
- ▶ Working with the Sustainability Collaborative continued to offer for sale Food Waste Kits at community events.
- ▶ Numerous discussions between the Town of Mamaroneck and the Village of Larchmont have taken place to determine the future of sanitation services.

### **2024 GOALS**

- ▶ Review of the organizational structure and/or efficiency of services offered by the Commission to determine the feasibility and effectiveness of transitioning to a new organization in 2025, as determined by the Town and Village Boards.
- ▶ Review the use of automated refuse collection vehicles to improve operations and provide a safer work environment for employees.
- ▶ Begin to investigate enhanced food waste collections.

LARCHMONT MAMARONECK JOINT GARBAGE DISPOSAL COMMISSION  
2024 TENTATIVE BUDGET

| Acct. #                            | Description+A1:N44                | 2022 ACTUALS     | 2023 ADOPTED BUDGET | 2023 YEAR-TO-DATE 10/14/23 | 2023 PROJECTED   | 2024 PROPOSED BUDGET | Variance in \$ from 2023 Adopted | % Increase    |
|------------------------------------|-----------------------------------|------------------|---------------------|----------------------------|------------------|----------------------|----------------------------------|---------------|
| <b>200</b>                         | <b>Operation/Maintenance</b>      |                  |                     |                            |                  |                      |                                  |               |
| 201                                | Salaries -Full Time               | \$ 1,403,940     | \$ 1,451,575        | \$ 1,165,997               | \$ 1,443,615     | \$ 1,391,794         | \$ (59,781)                      | -4.12%        |
| 201A                               | Salaries - Overtime               | 54,877           | 54,200              | 46,363                     | 57,402           | 55,284               | 1,084                            | 2.00%         |
| 202                                | Salaries-Part Time                | 66,433           | 65,000              | 52,368                     | 64,850           | 66,300               | 1,300                            | 2.00%         |
| 203                                | Materials/Supplies                | 7,107            | 13,000              | 6,130                      | 8,000            | 13,000               | -                                | 0.00%         |
| 203A                               | Dumpsters Waste Containers        | 16,720           | 26,000              | 20,150                     | 20,520           | 26,000               | -                                | 0.00%         |
| 204                                | Equipment Repairs                 | 55,205           | 49,000              | 964                        | 58,000           | 50,000               | 1,000                            | 2.04%         |
| 205                                | Building/Grounds Repairs          | 8,192            | 12,500              | 7,440                      | 50,950           | 12,500               | -                                | 0.00%         |
| 206                                | Electricity                       | 7,705            | 12,000              | 6,052                      | 8,100            | 9,000                | (3,000)                          | -25.00%       |
| 207                                | Water/Sewer Rent                  | 2,107            | 1,500               | 476                        | 2,000            | 700                  | (800)                            | -53.33%       |
| 208                                | Fuel Oil                          | 5,021            | 9,000               | 2,760                      | 6,000            | 6,600                | (2,400)                          | -26.67%       |
| 209                                | Propane Fuel                      |                  | -                   |                            |                  |                      | -                                |               |
| 210                                | Diesel Fuel                       | 94,722           | 98,250              | 34,991                     | 75,000           | 86,500               | (11,750)                         | -11.96%       |
| 211                                | Gasoline                          | -                | 500                 |                            | -                |                      | (500)                            | -100.00%      |
| 212                                | County Garbage Disposal Fees      | 250,018          | 268,412             | 171,750                    | 258,000          | 265,000              | (3,412)                          | -1.27%        |
| 213                                | Yard Waste/Organics Disposal Fees | 14,331           | 17,000              | 11,435                     | 14,500           | 17,000               | -                                | 0.00%         |
| 213A                               | Food Waste Disposal Fees          | 795              | 1,200               | 480                        | 850              | 1,200                | -                                | 0.00%         |
| 214                                | Uniforms                          | 8,583            | 11,000              | 6,196                      | 9,000            | 20,205               | 9,205                            | 83.68%        |
| 215                                | Highway Tolls                     | 7,926            | 10,200              | 6,405                      | 9,600            | 10,200               | -                                | 0.00%         |
| 216                                | Service Contracts                 | 43,289           | 46,250              | 28,358                     | 43,000           | 49,000               | 2,750                            | 5.95%         |
| 217                                | Exterminator                      | 900              | 1,080               | 810                        | 975              | 1,080                | -                                | 0.00%         |
| 218                                | Miscellaneous                     | 79,955           | 5,000               | 2,106                      | 3,500            | 5,000                | -                                | 0.00%         |
| <b>Total Operation/Maintenance</b> |                                   | <b>2,127,826</b> | <b>2,152,667</b>    | <b>1,571,231</b>           | <b>2,133,862</b> | <b>2,086,363</b>     | <b>(66,304)</b>                  | <b>-3.08%</b> |
| 301                                | Salaries-Administration           | 63,712           | 69,699              | 48,622                     | 69,700           | 180,097              | 110,398                          | 158.39%       |
| 301A                               | Clerical Help-Part Time           | 5,000            | 5,000               | -                          | 5,000            | -                    | (5,000)                          | -100.00%      |
| 302                                | Contingency                       |                  | 150,000             | -                          | -                | 150,000              | -                                | 0.00%         |
| 303                                | Printing & Stationary             | 127              | 2,500               | 793                        | 850              | 1,500                | (1,000)                          | -40.00%       |
| 304                                | Office Supplies                   | 2,914            | 2,500               | 1,231                      | 2,500            | 2,500                | -                                | 0.00%         |
| 305                                | Telephone                         | 1,340            | 2,000               | -                          | 1,800            | 2,000                | -                                | 0.00%         |
| 306                                | Sewer Tax                         | 4,051            | 4,071               | 3,804                      | 3,804            | 4,071                | -                                | 0.00%         |
| 307                                | Payroll Processing                | 9,773            | 12,500              | 7,926                      | 10,500           | 12,500               | -                                | 0.00%         |
| 308                                | Public Notices                    |                  | 1,500               | -                          | 200              | 1,500                | -                                | 0.00%         |
| 309                                | Employee Retirement               | 195,671          | 193,515             | 43,330                     | 196,000          | 240,832              | 47,317                           | 24.45%        |





# Larchmont - Mamaroneck Joint Garbage Disposal Commission



---

740 West Boston Post Road • Mamaroneck, NY 10543 • 914-381-7810

Sanitation Commission - Minutes 11/14/23

Attendees: Town Supervisor Jaine Elkind Eney  
Mayor Sarah Bauer  
Superintendent Meredith S. Robson

Meeting was called to order at 3:07pm on motion by Town Supervisor Elkind Eney and second by Mayor Bauer.

Motion to go into executive session at 3:08pm was made by Mayor Bauer and second by Town Supervisor Elkind Eney.

Motion to go out of executive session at 3:22pm was made by Mayor Bauer and second by Town Supervisor Elkind Eney.

Commissioners agreed to the following budget changes:

reduce printing and stationery line by \$1,000 to \$1,500

increase the appropriation of fund balance by \$50,000 to \$250,000

Commissioners also approved the \$8,000 request for wifi and cameras at the Commission building.

Commissioners agreed to changes to the Town Garbage District cover page:

The second bullet of the 2023 Accomplishments should include a change that references “community events” instead of “Farmers Market”.

The first bullet under 2024 Goals should be revised to say “Review of the organizational structure and/or *efficiency of services offered ...*”

Motion to approve February 16, 2023 minutes was made by Mayor Bauer and second by Town Supervisor Elkind Eney.

The Superintendent informed the Commissioners that vehicle maintenance issues have been significant and have been impacting operations. Mayor Bauer will follow up with the Village Administrator on this issue.

The Commissioners agreed to a standard 6:00AM workday start for any days where the temperature reaches 90 degrees or more.

The Commissioners agreed to the A/C repair in the Commission building and vine removal on the incinerator building.

The Commissioners agreed to the 2023 audit engagement proposal from PKF O'Connor Davies.

The next Commission meeting is scheduled for Monday, November 20, 2023 to finalize 2024 budget approval.

Meeting was adjourned at 3:40PM on motion by Town Supervisor Elkind Eney and second by Mayor Bauer.