

**Sussex Wantage Joint Municipal Consolidation Study Commission  
Work Program**

**Dead lines:**

DCA Financial Report	17 November 2008
Consultant Preliminary Report	1 March 2009
Commission Final Report	1 May 2009

**Areas of Study:**

1. Use of **Performance Measurement Study** to analyze municipal service operations of the two municipalities (**RB**) **Due 1 November 2008**

- Survey forms out 9/5 to Administrators
- Due to be returned 9/19
- Processing – up to 10 business days following complete submission and follow clarification questions
- Preliminary Report describing for each entity the services offered, levels of service, unit costs of service and comparative efficiencies to be gained by consolidation for JMCSC – 11/1

**Local Consideration Reports:**

2. Required as part of RFP:

- Forecast of the likelihood for **Mandatory Local Police** presence in rural towns (**RB/GCF**) **Due 1 October 2008**
  - Summary of Department of Treasury requirements – 9/26
  - Summary of crime statistics and estimated costs of alternative actions – 9/26
  - Produce **Draft Report** – 9/26
  - Decisions on current appeals by the Council on Local Mandates expected – 11/1
- **COAH Impacts on Consolidation (GCF) -** **Due 1 November 2008**  
(methodology, procedures and implications involved in adjusting **affordable housing obligations under COAH** if and when two municipalities consolidate)
  - Interview local experts on current COAH requirements
  - Interview COAH Executive Director and Regional Representative through arrangement with Commissioner
  - Project implications
  - Produce report – 11/1
- **Population Growth Report (GCF/RB) -** **Due 15 December 2008**
  - Identify Currently Accepted Growth Trends

3. Required as Statutory Requirement: -

**Due 15 January 2009**

- Applicability of Title 11A – **Civil Service**
  - Set forth procedures to be followed and form or question for ballot
- Impact on **School District Organization** – from Joint District to Single District – Affects Governance of the District and therefore Charter of Board of Education
  - NJS 40:43-66.72 provides outline

4. Requested as part of **Identification of Concerns and Anxieties:**

- Study the Sussex Borough **Water and Sewer Utility System(s): (GCF)** –  
*Due 15 November 2008*
  - Interview Sussex Officials re:
    - Current NJDEP permit authorizations
    - Current financial conditions, challenges and limitations
    - Capital and maintenance requirements of the system
  - Role of SCMUA
  - Examine opportunities for expansion
  - Determine impact on consolidation
  - Produce report
- **DCA Report - Financial Issues(JDoyle)** *Due 17 November 2008*
  - Impact on Tax Levy
  - Financial Feasibility
  - Debt impacts and strategies
  - Role of State subsidy for community experiencing increase in net tax levy
    - What formula will the State Department of Community Affairs use to provide subsidy under NJS 40A:65-28 b., the Local Option Law.
    - For what period of time will this be guaranteed?
    - What will true cost of consolidation be if subsidy is not provided?

5. **Preliminary Consolidation Decision:**

- Should the Commission have preliminarily decided **not** to pursue a single consolidated municipality the Commission may recommend **lesser levels of cooperation** between the two municipalities.
- Should the Commission have preliminarily decided **to pursue** a single consolidated municipality the Commission with the aid of the consultants would need to produce the following elements of the final report:
- **Autonomy, Community Identity and Charter Study issues (Commission Subcommittee)** *Due 15 February 2009*
  - Study of types of government
    - Representation of Sussex and other “neighborhoods”
  - Study of forms of government
  - Study of use of neighborhood provisions of Local Option Law
  - Investigation of Special Charter
  - Examination of Appropriate Name

**Consultant Preliminary and Commission Final Reports**

6. **Preliminary Report:** Consultant will assemble above reports into a Formal report structure for review, consideration and adjustment by the JMCSC. *Due 1 March 2009*

7. **Draft Final Report** *Due 15 April 2009*

- Agreement to Form of Final Report and Required Contents – 2/15
- Drafting various sections – 2/15 through 3/15
- Commission Members review of section drafts and JMCSC meeting to assure that report is approved by all members of the JMCSC through consensus – 3/15 through 4/1
- Preparation of Final Report – 4/1 through 4/15

8. If Consolidation is recommended, the Questions must be placed on the Ballot by August 2009
9. If Consolidation is recommended, Public Hearings on Final Report and Recommendations
  - May through November 2009

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### **Summary of Above Reports, Actions and Due Dates:**

1 October 2008

1. Forecast of the likelihood for **Mandatory Local Police**

1 November 2008

1. Use of **Performance Measurement Study** to analyze municipal service operations
2. **COAH Impacts** on Consolidation

15 November 2008

1. Sussex Borough **Water and Sewer Utility System**
2. **DCA Report - Financial Issues**

15 December 2008

1. **Privatization vs. Regionalization**

15 January 2009

1. Applicability of Title 11A – **Civil Service**
2. Impact on **School District Organization**

15 February 2009

1. **Autonomy, Community Identity and Charter Study** issues

1 March 2009

2. **Preliminary Report**

15 April 2009

1. **Draft Final Report**

1 May 2009

1. **Commission issues Final Report**