

**Revised 1/28/10**

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOARD OF FINANCE MEETING

BOARD OF FINANCE

REGULAR MEETING

January 21, 2010

Chester Town Hall

Chester, Connecticut

CALL TO ORDER

The Board of Finance held a regular meeting on Thursday, January 21, 2010 at the Chester Town Hall. The meeting was called to order at 7:10 p.m. by Virginia Carmany, Chair.

In attendance included: David Cohen, Rick Morrow, Joyce Aley and Ed Meehan (for Chris Johnson). Jennifer Rannstad arrived at 7:15, Bruce Bickford arrived at 7:30 p.m. and Chris Johnson arrived at 7:50 p.m. When Chris Johnson arrived, Ed Meehan was un-seated.

The BOF discussed the meeting time and dates. The meetings are scheduled for the third Thursday of the month at 7:00 p.m.

MINUTES

Approval of December 17, 2009 Minutes

On a motion made and duly seconded, the December 17, 2009 minutes were approved. The motion passed unanimously.

Tax Collector's Report

The Tax Collector's Report was included in the Board's packet.

Monthly Financials

Monthly financial states were included in the Board's packet for review. Any questions/concerns will be forwarded to Tom Marsh and Peter Evankow for discussion at the next BOF meeting.

Consideration and approval of Bills

The following was moved and seconded:

**Engineering Contingency:** Balance in account after transfers below is \$ 13,385.59  
Please transfer \$ 325.80 from the Board of Finance Engineering Contingency to the following line items:

10-05-63-1065-265	<u>General Engineering</u>		
	Nathan L. Jacobson & Associates, Inc. (Contaminated Properties)	\$	238.50
10-05-63-1065-380	<u>Planning and Zoning</u>		
	Nathan L. Jacobson & Associates, Inc. (Alan Williams Subdivision)	\$	87.30

**Legal Contingency:** Balance in account after transfer below \$ 8694.14

Please transfer \$ 1,991.40 from the Board of Finance Legal Contingency line item to the following line items:

10-05-63-1105-116	<u>Assessor</u>		
	Gould, Larson, Bennet, Wells & McDonnell, P.C. (Diaz, 308 W Main St)	\$	80.00
10-05-63-1105-270	<u>General Legal</u>		
	Gould, Larson, Bennet, Wells & McDonnell, P.C. (Various)	\$	640.00
10-05-63-1105-380	<u>Planning and Zoning</u>		
	Dzialo, Pickett & Allen, P.C. (Scherber)		
	\$1,050.40		
	Dzialo, Pickett & Allen, P.C. (Accessory Uses/Sidewalks)	\$	187.00
	Dzialo, Pickett & Allen, P.C. (Sky View Properties)	\$	34.00
	Total Planning and Zoning		
			\$1,271.40

**Discussion of Budget**

The budget discussions are on-going. The budget schedule was distributed and briefly discussed for conflicts. Tom Marsh provided a mid-year forecast and BOF discussed same.

**OTHER BUSINESS**

**Policy for Capital Expenditures**

The BOF discussed a policy for Capital Expenditures.

**Retirement Board Representation**

To date, no BOF member has been named for the Retirement Board.

**Audit Findings**

A copy of the Communication between Marien & Company, LLC and the Board of Finance was included in the Board's packet.

Annual Report

The BOF determined that the Annual Report should be dedicated to Bruce Watrous and Martin Heft for their years of service to the town.

AUDIENCE OF CITIZENS

None.

ADJOURNMENT

On a motion made and duly seconded, the meeting was adjourned at 9:30 p.m.

Respectfully Submitted,

Suzanne Helchowski