

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

BOARD OF FINANCE

REGULAR MEETING

April 15, 2010

Chester Meeting House

Chester, Connecticut

### CALL TO ORDER

The Board of Finance held a regular meeting on Thursday, April 15, 2010 at the Chester Meetinghouse. The meeting was called to order by Virginia Carmany, Chair.

In attendance included:

Virginia Carmany, Joyce Aley, Rick Morrow, Jennifer Rannestad, and Dave Cohen

### MINUTES

#### March 18, 2010 Minutes

On a motion made and duly seconded, the March 18, 2010 minutes were approved, with corrections. The motion passed unanimously.

Corrections: Page 6 – first paragraph should read: Jennifer Rannestad commented that controlling the number of teachers being added is the most effective way to control costs.

The motion passed unanimously.

### REPORTS

#### Tax Collector's Report

The Tax Collector's Report was included in the Board's packet. Virginia reported that from the period March 2009 to 2010 the town is at 99.9% collected.

#### Monthly Financials

Monthly financial statements were included in the Board's packet for review. The amount of state funding was discussed briefly.

Consideration and approval of Bills

The following was moved and seconded:

**Engineering Contingency:** Balance in account after transfers below is \$ 10,521.14  
Please transfer \$ 1,313.25 from the Board of Finance Engineering Contingency to the following line items:

10-05-63-1065-282	<u>Inland Wetlands</u> Nathan L. Jacobson & Associates, Inc. (Wig Hill Road Drainage)	\$ 731.25
10-05-63-1065-380	<u>Planning and Zoning</u> Nathan L. Jacobson & Associates, Inc. (33 Gilbert Hill Road)	\$ 582.00

The motion passed unanimously.

The following was moved and seconded:

**Legal Contingency:** Balance in account after transfer below \$ 4,726.14

Please transfer \$ 949.00 from the Board of Finance Legal Contingency line item to the following line items:

10-05-63-1105-380	<u>Planning and Zoning</u> Dzialo, Pickett & Allen, P.C. (Olsen)	\$ 51.00
	Dzialo, Pickett & Allen, P.C. (Miscellaneous)	\$ 136.00
	Dzialo, Pickett & Allen, P.C. (33 Gilbert Hill Road)	\$ 255.00
	Dzialo, Pickett & Allen, P.C. (Sky View Properties)	\$ 170.00
	Dzialo, Pickett & Allen, P.C. (Robida)	\$ 34.00
	Dzialo, Pickett & Allen, P.C. (Scherber)	\$ 51.00
	Dzialo, Pickett & Allen, P.C. (Sidewalks)	<u>\$ 204.00</u>
	Total Planning and Zoning	\$ 901.00
10-05-63-1105-600	<u>ZBA</u> Gould, Larson, Bennet, Wells & McDonnell, P.C. (Komondy)	\$ 48.00

The motion passed unanimously.

The following was moved and seconded:

**Highway**

Transfer:

- At the First Selectman's request, please transfer \$3,695.87
- From: 10-05-63-1165-125 Board of Finance – General Contingency
- To: 10-02-30-1160-104 Highway – Winter Maintenance – Overtime Payroll \$ 315.87
- To: 10-02-30-1160-365 Highway – Winter Maintenance – Outside Contractor \$ 3,380.00

The motion passed unanimously.

The following was moved and seconded:

### **Buildings and Grounds**

#### Transfer:

- At the First Selectman's request, please transfer \$ 14,540

From: 10-05-63-1165-125 Board of Finance – General Contingency

To: 10-02-36-1000-365 Buildings and Grounds - Outside Contractor Other

The motion passed unanimously.

#### FIRST SELECTMAN'S REPORT

##### Full and Final 2010/11 Budget Review

Virginia Carmany reported on a request to move two line items from Ambulance into the Chester Hose Co.

A motion was made to move two line items from Ambulance into the Chester Hose Co. The motion was seconded and passed unanimously.

Virginia Carmany reported on a request from the state that the Board engages Marien and Company for the third year of their 3 year contract.

A motion was made and seconded to engage Marien and Company for the third year of their 3 year contract. The motion passed unanimously.

Virginia Carmany distributed information outlining the parameters of Executive Session.

Tom Marsh distributed the budget history on Bulky Waste items. The potential for abusing the system was discussed. The BOF reviewed and discussed same. A BOF member suggested monitoring the items being put into the Chester dumpster. A BOF member suggested alerting Deep River to the Board's concerns. Tom Marsh will discuss these issues with Dick Smith.

Tom Marsh distributed the budget history on IT and technology items. The Board also discussed recent IT "incidents" in the town. The BOF reviewed and discussed same. The Board discussed the practice of using the Capital Budget for IT expenses.

The Boards discussed an IT Committee to review the issues.

Tom Marsh distributed an Expenditure Comparison showing that over the last 7 years, the overall budget is up by \$2.5 million dollars because of the schools; of this amount, the town has contributed nothing.

The Capital Budget and Budget Adjustment sheets were distributed and discussed.

Tom Marsh reported that \$50,000 was removed from Open Space. He also presented a letter from Sandy Prisloe regarding Open Space:

On behalf of the Conservation Commission, I am following up on our e-mails from yesterday. I was distressed to learn that the BOF, with BOS support, intends to not fund the town's open space capital account in the upcoming budget. Having reviewed the budget materials available online, I can fully understand and appreciate the difficult economic situation the town is in; however, I also believe that we need annually to set aside funds for future open space acquisitions. If reductions to capital accounts are going to be made, then I respectfully suggest that they be made on a pro-rata basis to all capital accounts and that no one or two accounts bear the burden of budgetary cuts.

Sincerely,

Sandy Prisloe

Tom Marsh reported that the R4 BOE voted to maintain their budget as it was presented. Tom Marsh expects that the Elementary School will maintain their budget as well.

Tom Marsh recommends that the BOF move forward with a 1 mil increase, bring it to a Public Hearing and if there is an outcry, the schools will have to participate in reducing the budget. Tom continued that cutting into the Fund Balance, Pension Plan and Capital Maintenance is not an option.

The BOF discussed the possibility of reducing the Elementary School's funding. Tom Marsh suggested taking the budget to the Public Hearing before reducing the school funding. The Public Hearing is scheduled for April 27, 2010.

Tom Marsh reported on issues with Dock Road and necessary repairs.

A motion was made and duly seconded to present a budget in the amount \$12,478,702 (+\$509,974) for consideration at a Public Hearing scheduled for April 27, 2010, 7:30 p.m. The motion passed unanimously.

This budget figure represents an approximate 1 mil increase.

A BOF member again stressed the importance of BOF members attending the meetings.

OTHER BUSINESS

None.

AUDIENCE OF CITIZENS

None.

ADJOURNMENT

On a motion made and duly seconded, the meeting was adjourned.

Respectfully Submitted,

Suzanne Helchowski