

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

BOARD OF FINANCE

REGULAR MEETING

November 19, 2009

Chester Town Hall

Chester, Connecticut

CALL TO ORDER

The Board of Finance held a regular meeting on Thursday, November 19, 2009 at the Chester Town Hall. The meeting was called to order by Tom Marsh at 7:30 p.m.

Election of Officers

On a motion made and duly seconded, Virginia Carmany was nominated to run this evening's meeting. The motion passed unanimously.

Tom Marsh reported that he recently spoke with Chris Johnson. He had indicated an interest in serving as the Chair of the BOF.

On a motion made and duly seconded, Chris Johnson was nominated as the Chairman of the BOF.

The motion was withdrawn.

Virginia Carmany expressed an interest in chairing the BOF.

On a motion made and duly seconded, Virginia Carmany was nominated as the Chairman of the BOF. The motion passed unanimously.

On a motion made and duly seconded, Rick Morrow was nominated as the Chairman of the BOF. The motion passed unanimously.

Seating of Members

Those in attendance included: Virginia Carmany, Dave Cohen, Rick Morrow, Joyce Aley, Jennifer Rannestad and Ed Meehan (seated for Chris Johnson.)

Audience Members included: Tom Englert

MINUTES

October 15, 2009

On a motion made and duly seconded, the October 15, 2009 meeting minutes were approved, The motion passed unanimously.

Please note the following from previously approved meeting minutes:

September 17, 2009 - note that Rick Morrow was present as well as Henry Krempel.

Please add the following to the August 20, 2009 Board of Finance minutes:

The financial information was included in the Board's packet.

Please add Fiscal Year 2008-2009

Please add the following to the September 17, 2009 Board of Finance minutes:

After - Nathan L. Jacobson & Associates, Inc. (Main St. Reconstruction) \$42.60

Please add - The motion passed unanimously.

REPORTS

First Selectman's Report/Audit Report

Ms. Marien presented the audit report for the Town of Chester. She briefly outlined the government audit process and distributed a hard copy of the power point presentation to Board members.

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.

Consideration and approval of Bills

The following was moved and seconded:

Legal Contingency: Balance in account after transfer below \$ 11,019.54

Please transfer \$ 4,263.00 from the Board of Finance Legal Contingency line item to the following line items:

10-05-63-1105-134	<u>Building Department</u>		
	Gould, Larson, Bennet, Wells & McDonnell, P.C. (Diaz, 308 W Main St)	\$	256.00
10-05-63-1105-270	<u>General Legal</u>		
	Gould, Larson, Bennet, Wells & McDonnell, P.C. (Parker's Point)	\$	896.00
	Gould, Larson, Bennet, Wells & McDonnell, P.C. (various)	\$	288.00
	Total General Legal	\$	1,184.00

Tom Marsh reported that the Diaz property was recently sold. The new owner plans to raze the house and build a personal residence.

10-05-63-1105-380	<u>Planning and Zoning</u>		
	Dzialo, Picket & Allen, P.C. (Restaurant Sidewalk Violations)	\$	255.00
	Dzialo, Picket & Allen, P.C. (Sky View Properties)	\$	323.00
	Dzialo, Picket & Allen, P.C. (Miscellaneous)	\$	136.00
	Dzialo, Picket & Allen, P.C. (Scherber)	\$	653.00
	Total Planning and Zoning	\$	1,367.00

10-05-63-1105-501	<u>Town Clerk</u>		
	Gould, Larson, Bennet, Wells & McDonnell, P.C. (Review of Birth Cert. File)	\$	48.00

10-05-63-1105-554	<u>Union</u>		
	Gould, Larson, Bennet, Wells & McDonnell, P.C. (Assessor)	\$	368.00

10-05-63-1105-600	<u>ZBA</u>		
	Dzialo, Picket & Allen, P.C. (Komondy)	\$	1,040.00

The motion passed unanimously.

The following was moved and seconded:

Tax Collector

Transfer:

- At the First Selectman's request, please transfer -

From:	10-01-10-1000-103	Tax Collector – Regular Payroll	\$6,113
From:	10-01-10-1000-395	Tax Collector – Professional Development	\$1,800
To:	10-01-10-1000-102	Tax Collector – Elected Officials	\$7,913

The motion passed unanimously.

AUDIENCE OF CITIZENS

A gentleman reported that the Retirement Board is in need of representation. Tom Marsh reported that an appointment is due for the Retirement. The Board meets quarterly and has a meeting scheduled for

Monday, November 23, 2009. There is a requirement that a BOF member sit on this board. This will be discussed at a future BOF meeting.

OTHER BUSINESS

A gentleman commented that the BOF needs to continue policy work; especially as it pertains to the level of the Fund Balance. Also, the Capital Expenditure policy needs to be clarified and completed.

The BOF briefly discussed the fund balance and capital projects. These discussions will be pursued at upcoming BOF meetings.

Budget

Tom Marsh reported that the biggest moving "target" in the budget is the ADM figure at the school. Last spring, Region 4 provided projections for upcoming years which was very helpful during the budget process.

ADJOURNMENT

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

Respectfully Submitted,

Suzanne Helchowski