

Approved 5-4-2017

MINUTES  
BOARD OF FINANCE  
MEETING  
April 12, 2017

I. **Call to Order** – Meeting called to order at 7:04 p.m. by Chairman L. Pecoraro

II. **Establishment of Quorum** –

Members present: L. Pecoraro, R. Sulich, E. Chalfant, R. Droesch, R. Tuttle

Members absent: P. Tracey

Alternates present: S. Pelletier, W. Chalfant

Alternates absent:

Chairman L. Pecoraro asked S. Pelletier to sit in as a voting member for P. Tracey

III. **Pledge of Allegiance**

IV. **Additions and Corrections** - L. Pecoraro asked that C. Lipke -CIP Discussion be added to the agenda under New Business. E. Chalfant made the motion to Add CIP discussion under New Business #4. Second R. Sulich **Approved 6-0-0.**

**Vote:** L. Pecoraro/R. Sulich /E. Chalfant/R. Droesch/R. Tuttle/S. Pelletier

Yes Yes Yes Yes Yes Yes

L. Pecoraro stated that the First Selectman requested an Additional Appropriation for Line item 4-1607 Street Lighting. He said this line item is at 0. R. Sulich made the motion to add Appropriation for line item 4-1607 Street Lighting under New Business #5. Second S. Pelletier. **Approved 6-0-0**

**Vote:** L. Pecoraro/R. Sulich /E. Chalfant/R. Droesch/R. Tuttle/S. Pelletier

Yes Yes Yes Yes Yes Yes

V. **Approval of Minutes – March 7, 2017 Minutes**, R. Droesch made a motion to approve minutes as written. Second E. Chalfant **Approved 4-0-2** R. Tuttle and S. Pelletier abstained.

**Vote:** L. Pecoraro/R. Sulich /E. Chalfant/R. Droesch/R. Tuttle/S. Pelletier

Yes Yes Yes Yes Yes Abstain Abstain

**March 8, 2017 minutes**, S. Pelletier made the motion to approve minutes as written. Second R. Droesch. **Approved 4-0-2.** E. Chalfant and S. Pelletier abstained.

**Vote:** L. Pecoraro/R. Sulich /E. Chalfant/R. Droesch/R. Tuttle/S. Pelletier

Yes Yes Abstain Yes Yes Abstain

VI. **Written Communications/ Correspondence-** L. Pecoraro stated that he received a letter from the State Insurance Department, Investigation of Bonds. They would like the assistance of the Town if they have any bonds with several listed companies from March 28, 2014. He stated that he contacted the First Selectman on this matter and the only the bond we have is on the Town Hall. L. Pecoraro also stated that he will be in contact with

the Treasurer on this matter before he replies. They are asking for a reply by March 26, 2017 which has passed.

L. Pecoraro also said he received a forwarded email about the appointment of us Auditor which must be done by June 1<sup>st</sup>.

- VII. Public Comments** - J. Thurlow stated in the minutes of 3/8/2017 under Treasurers report, item D. which stated L. Pecoraro asked C. Miller if she has received any information for the quarterly report from the school. C. Miller stated that she has not at this time. J. Thurlow said she is not sure if the minutes reflected correctly how Ms. Miller responded. J. Thurlow stated that she wanted the record to reflect that she has numerous emails and reconciliations that she has sent to the Treasurer on a weekly basis. L. Pecoraro stated that he thinks there is a misunderstanding in terminology. He said back In October the Board of Finance requested quarterly reconciliation reports from the Treasurer and the School. We thought we would get a reconciliation report with both of your signatures on after the first of the year and we have not received one. He told J. Thurlow in no way is this a reflection or degradation of you. R. Sulich stated that the Auditors came up with the name reconciliation and maybe the board should request from the auditors what exactly they are looking for. L. Knapton stated that they have been discussing with the treasurer on what a combined report would actually look like. L. Pecoraro said he would check with the auditors what they are looking for. J. Thurlow said she would just like the record to reflect that she does communicate with the treasurer on a weekly basis.

Superintendent L. Knapton said that now that minutes are approved and referencing the DHBMS roof project they will move forward with the researching of financing for the roof.

**VIII. Old Business**

**Treasurer Report** – L. Pecoraro stated that the Town Clerk is at 101.2% of the 98% collection rate. N. Cordes said that the BOF figures out the revenue for the budget on 98% of Collections

R. Sulich asked J. Thurlow about the Governors proposed Special Education cuts and the affects to the town if it is a dollar for dollar cut. J. Thurlow stated that the cuts are for excess costs at this time the School is at 0% excess costs. The other cuts are for Medicare and Medicaid reimbursements and the School does not use them. L. Pecoraro stated that the materials he has received from CCM use that money as a positive to the budget and is not sure if that is true or not. If that is the case then instead of a 1.3 million dollar cut we could be looking at a 2.5 million dollar cut.

**IX. New Business -**

1. 2017-2018 Budget Expenses and Revenue sheet- L. Pecoraro stated that he and R. Sulich have been working on this and at this time they do not have solid numbers to put in there. He said he can use the Governors proposed numbers from February which would be a 2.5 million dollar cut, which would be an 8.63 mil rate increase. It will be presented to the town on May 4<sup>th</sup> and he does not believe this board is prepared for this. He does not believe that there will be new numbers from the legislature before this time. He said that the Governor in recent statements has said that they will not have solid numbers until the 1<sup>st</sup> week of May. R. Sulich stated that he has talked with a legislator and he was told that they would probably not have a budget passed by the end of this session. First

Selectman R. Piper stated that he was at a conference at NECOGG and the Executive Director of CCM stated the same thing and said the legislature would have to go into special session. L. Pecoraro stated in the meeting schedule they need to discuss meetings before the May 4<sup>th</sup> public hearing.

2. Budget Communication Letter – L. Pecoraro wrote a letter he would like the board to approve to be sent to BOS, BOE, and CIP committee to come up with cuts in their budgets of 5% and 10% to be proactive in the process if the Governors proposed budget is realized. S. Pelletier Made a motion to approve the letter to be sent to the BOE, BOS, and CIP. Second R Sulich. During discussion W. Chalfant suggested that it also be added to the letter that these boards also state what the impact these cuts will have to their respective areas. S. Pelletier rescinded his original motion. S. Pelletier made a new motion to approve the letter as amended. Second R. Sulich. **Approved 6-0-0**

**Vote:** L. Pecoraro/R. Sulich /E. Chalfant/R. Droesch/R. Tuttle/S. Pelletier  
Yes Yes Yes Yes Yes Yes

3. **Meeting Schedule** - L. Pecoraro stated that the board needs to schedule special meetings between April 12, 2017 and May 4, 2017. May 4, 2017 is the public hearing. S. Pelletier asked if the May 4<sup>th</sup> meeting can be cancelled because as of this time they do not have any information to give to the town. L. Pecoraro stated that it cannot be moved due to a Town ordinance. B. Droesch suggested the 19<sup>th</sup>, 26<sup>th</sup> and May 3<sup>rd</sup> and if they are not needed then they can be cancelled. E. Chalfant made the motion to schedule Special meetings for April 19<sup>th</sup>, 26<sup>th</sup> and May 3<sup>rd</sup> for Special Budget Updates. Second R. Droesch. **Approved 6-0-0**

**Vote:** L. Pecoraro/R. Sulich /E. Chalfant/R. Droesch/R. Tuttle/S. Pelletier  
Yes Yes Yes Yes Yes Yes

4. **C. Lipke CIP Discussion** – C. Lipke Chairman of the CIP committee presented to the board a packet of Guidelines of procedures that he put together and would like the board to read over and if they have any suggestions please let him know. He will be presenting this to the BOS on Tuesday. He is hoping this will make it easier when putting a budget together.

5. **Additional Appropriation for line item 4-1607 Street Lighting** – First Selectman R. Piper stated that last year when they were preparing the budget they were looking for cuts and this line item was cut. They cut it knowing that the electricity rates were dropping. What they didn't know was the Distribution rate was rising. It rose more than the \$3000.00 cut. At this time, this line has a 0 balance and they need \$3000.00 added to this line to get thru the remainder of the year. E. Chalfant made a motion to approve \$3000.00 dollar additional appropriation for this line item. **Approved 6-0-0**

**Vote:** L. Pecoraro/R. Sulich /E. Chalfant/R. Droesch/R. Tuttle/S. Pelletier  
Yes Yes Yes Yes Yes Yes

- X. **Adjournment:** S. Pelletier made a motion to Adjourn. Second E. Chalfant **Approved 6-0-0**

**Vote:** L. Pecoraro/R. Sulich/E. Chalfant/R. Droesch/R. Tuttle/S. Pelletier  
Yes Yes Yes Yes Yes Yes

Respectfully submitted,

Karen Sulich  
Recording Secretary