

Approved 12-9-15

**BOARD OF FINANCE
Minutes
November 18, 2015**

- I. Call to Order** - Meeting called to order at 7:00 by Chairman R. Sulich
Members present: R. Sulich, D. Norell, R. Droesch, E. Chalfant, P. Tracey, H. Tuttle
Members absent: None
Alternates present: L. Pecoraro, W. Chalfant
Alternates absent: S. Pelletier

II. Establishment of Quorum – Chairman R. Sulich asked that L. Pecoraro sit in as a voting member for H. Tuttle.

III. Pledge of Allegiance

IV. Election of Officers -

Chairman –

E. Chalfant nominated R. Droesch. Second by R. Droesch.

P. Tracey nominated R. Sulich. Second by L. Pecoraro.

R. Sulich closed nominations.

Votes for R. Droesch – R. Droesch, E. Chalfant

Votes for R. Sulich – R. Sulich, L. Pecoraro, D. Norell, P. Tracey

Vote: 4-2

R. Sulich elected as Chairman.

Vice-Chairman –

R. Sulich nominated D. Norell. Second by L. Pecoraro

R. Sulich closed nominations.

Votes for D. Norell – R. Sulich, P. Tracey, L. Pecoraro, E. Chalfant, R. Droesch

Vote: Unanimous

D. Norell elected as Vice-Chairman.

Secretary –

E. Chalfant nominated P. Tracey. Second by D. Norell

R. Sulich closed nominations.

Votes for P. Tracey – R. Sulich, P. Tracey, L. Pecoraro, E. Chalfant, R. Droesch

P. Tracey elected as Secretary.

R. Sulich assumed his position as chairman.

R. Sulich added a New Business item #2 to the agenda – Discuss an additional appropriation to line item #4-0605 – Data Processing in the amount of \$6,000.00.

V. Approval of Minutes –
Regular Meeting – October 14, 2015 – Approved

H. Tuttle arrived at 7:15 pm and assumed place as a voting member.

VI. Written Communications / Correspondence –

R. Sulich received a letter from the Office of Fiscal Analysis regarding funds to be paid by the State to municipalities. The approximate amounts for Canterbury are \$18,000.00 ± less than budgeted for the present fiscal year. R. Sulich suggested sending a letter to each department, asking that they keep spending to a minimum.

VII. Public Comment None.

VIII. Old Business –

1. Treasurer's Report – P. Faries stated that she is now done as treasurer and has spoken with Cheryl Miller, the newly elected treasurer. She also indicated that she had spoken with the auditors and an extension for the audit will need to be filed with the State.

IX. New Business –

1. Review of draft 2016 Board of Finance Meeting Schedule – R. Sulich presented a proposed schedule for 2016 meetings. There was discussion on date changes relating to timing of budget hearings and the annual Town meeting.

2. Discuss an additional appropriation to line item #4-0605 – Data Processing in the amount of \$6,000.00.

R. Droesch made a motion to approve an additional appropriation in the amount of \$6,000.00 to line item #4-0605 Data Processing. Second by R. Sulich.

Vote: 0-6-0. Failed.

Vote:

P. Tracey / R. Droesch / R. Sulich / D. Norell / E. Chalfant / H. Tuttle

No No No No No No

Tax Collector, N. Cordes, explained that the DMV recently upgraded its system from a 1970 mainframe and has put more burden on tax collectors. QDS, the Town's tax service now has to make the tax program hold more data from DMV and the current server version 2005 will not drive the required upgrades. The tax collector and assessor cannot currently receive any more data. R. Piper stated that the server upgrade done in 2013 will not run the updated program. He indicated that the Town has received an estimate just under \$6,000.00 for the needed upgrade. He

also stated that there is \$8,695.00 currently in the line item and an additional appropriation could wait, but he wanted the BOF to be aware that this is an issue and may be needed down the road. R. Sulich stated that, since the Town is already going to be \$18,000.00 in the hole, perhaps the Board could look at other line items first and wait on this.

N. Cordes informed that Board that a large portion of the delinquent list has been collected due to two foreclosures, i.e. Vargas and Cerpovicz. Vargas funds are presently with the Court and will be distributed. Cerpovicz funds have been received.

X. ADJOURNMENT -

H. Tuttle made a motion at 7:46 pm to adjourn. Second by P. Tracey.

Vote: 6-0-0. Passed.

Vote:

P. Tracey / R. Droesch / R. Sulich / D. Norell / E. Chalfant / H. Tuttle

Yes Yes Yes Yes Yes Yes

Respectfully submitted,

Joy A. Bissonnette
Recording Secretary