

Approved 1-13-16

**BOARD OF FINANCE
Minutes
December 9, 2015**

- I. Call to Order** - Meeting called to order at 7:10 by Chairman R. Sulich
Members present: R. Sulich, E. Chalfant, P. Tracey, H. Tuttle
Members absent: R. Droesch, D. Norell
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 D. Norell and that W. Chalfant sit in as a voting member for R. Droesch.

III. Pledge of Allegiance

IV. Corrections and Additions to Agenda

R. Sulich made a motion to strike New Business items #2 and #3 from the agenda. Second by William Chalfant.

Vote: 6-0-0. Passed.

Vote:

W. Chalfant / P. Tracey / H. Tuttle / R. Sulich / E. Chalfant / L. Pecoraro
Yes Yes Yes Yes Yes Yes

- V. Approval of Minutes –**
Regular Meeting – November 18, 2015 – Approved

VI. Written Communications / Correspondence –

R. Sulich informed the Board that he was made aware of the death of the Treasurer's husband and had made a donation on behalf of the Board.

R. Sulich received an email during the elections that a member of the Board was, in fact, not eligible to serve, although he did not agree. He stated that the Town attorney also disagreed. However, in looking at the statutes further, it was determined that without a town charter, an employee cannot serve on the Board of Finance and D. Norell tendered his resignation thereafter.

R. Droesch [received a letter] addressed[ing] the procedure for opening the Treasurer's mail. R. Sulich replied that he had sent a letter to the auditors asking for clarification on the present procedure and was awaiting a response.

VII. Public Comment - None

VIII. Old Business

1. Treasurer's Report – The Treasurer was not in attendance, but had submitted interim reports. R. Sulich indicated that the Tax Collector had looked through the budgets and noted that the Grand List total submitted by the Assessor was actually \$45,000.00 less on October 1, 2015. This is a \$9,000.00 reduction in anticipated revenue.
2. Review of 2016 Board of Finance Meeting Schedule – R. Sulich stated that the Board of Education would be ready to discuss their budget by March 8, 2016.

H. Tuttle made a motion to approve the Board of Finance meeting schedule for 2016.

Second by L. Pecoraro.

Vote: 6-0-0. Passed.

W. Chalfant / P. Tracey / H. Tuttle / R. Sulich / E. Chalfant / L. Pecoraro

Yes Yes Yes Yes Yes Yes

IX. New Business

1. Accept resignation from Board of Finance member – This will be addressed at a special meeting .
2. Appoint a new full member to Board of Finance – Stricken from agenda by vote.
3. Appoint an alternate member to the Board of Finance until next municipal election – Stricken from agenda by vote.
4. Board of Finance 2016-2017 Budget – R. Sulich stated that the Board of Finance has never used any funds for BOF counsel and suggested that item be deleted from the budget. He also thanked the recording secretary for her work and asked that the Board approve an increase.

H. Tuttle made a motion to approve the 2016-2017 budget of \$400.00 for expenses; increase for the Clerk of 4.0% for \$1,425.00; Auditors of \$18,500.00; and Federal Audit of \$4,000.00. Second by P. Tracey.

Vote: 6-0-0. Passed.

W. Chalfant / P. Tracey / H. Tuttle / R. Sulich / E. Chalfant / L. Pecoraro

Yes Yes Yes Yes Yes Yes

5. Board of Finance input to 2016-2017 Town and Capital Improvement Budgets – R. Sulich indicated that the C.I.P. Committee is presenting working on a 5-year plan.

R. Sulich stated that he would like to see the Town consider a part-time financial consultant, in light of the Library's proposed expansion, the school roof, and the fire department's needs, etc.

L. Pecoraro noted that the Treasurer is business savvy and/or knows people that would be appropriate for that position.

R. Sulich indicated that, at this point, there are no funds in the budget and does not expect the Treasurer to take on this task, but if she is qualified that it's certainly an option.

W. Chalfant stated that there could be an election of officers at the next regular meeting. E. Chalfant noted that the new member does not have to be the same political party as the previous member.

X. Adjournment

H. Tuttle made a motion at 7:45 pm to adjourn. Second by W. Chalfant

W. Chalfant / P. Tracey / H. Tuttle / R. Sulich / E. Chalfant / L. Pecoraro

Yes Yes Yes Yes Yes Yes

Vote: 6-0-0. Passed.

Respectfully submitted,

Joy A. Bissonette
Recording Secretary