

Approved 12/14/2016

MINUTES
BOARD OF FINANCE
MEETING
NOVEMBER 9, 2016

I. **Call to Order** – Meeting called to order at 7:00 p.m. by acting Chairman R. Sulich sitting in for Chairman L. Pecoraro

II. **Establishment of Quorum** –
Members present: R. Sulich, R Tuttle, E. Chalfant, P. Tracey
Members absent: L. Pecoraro, R. Droesch
Alternates present: W. Chalfant
Alternates absent: S. Pelletier

Vice Chairman R. Sulich asked W. Chalfant sit in as a voting member for R. Droesch

III. **Pledge of Allegiance**

IV. **Corrections and Additions to the Agenda** – R. Sulich made a motion to add letter E. under Old Business, CIP discussion Second by W. Chalfant. **Approved 5-0-0**

Vote: R. Sulich/R. Tuttle/E. Chalfant/P. Tracey/W. Chalfant
Yes Yes Yes Yes Yes

V. **Approval of Minutes** – October 12, 2016 **Approved**
E. Chalfant made a motion to approve minutes, Second R. Tuttle. **Approved**

VI. **Written Communications/ Correspondence** – **None**

VII. **Public Comment** – **None**

VIII. **Committee Report** – **None**

IX. **Old Buisness-**

1. **Treasurer Report:** C. Miller states the only changes to the reports was the addition of the first ¼ of ECS money on page 1 PNL 3-41-01. ½ will be received in January and ¼ in April. She also stated that the 2,230.00 discussed at the last meeting was authorized by the Board of Selectmen and transferred from the CIP to Line item 4-1-602 Town Garage Equipment and the Auditors suggested adjusting entries on 4 items and are precipitating presenting the Audit in Dec.
R. Sulich stated this covered 1.a, 1.b, 1.c.

D. BOE Balance sheet. None

E. CIP Discussion- Selectman C. Lipke stated that the lines that were closed in the CIP were still showing that money was in those line items. He wanted to make sure those lines were closed appropriately. R. Sulich asked C. Miller about closing these lines. C. Miller stated that the Board of Finance are the only ones who can close these line items. R. Sulich and E. Chalfant stated that the Board did approve to close these lines. C. Lipke state that money was in both lines and C. Miller said they were not. She stated that when the budget closed in June of 2016 the 45,000.00 was still there. She stated the 2016-2017 budget presented to the citizens. The top budget presented to the citizens cannot be changed and needs to be closed. R. Sulich stated it was closed. They will check the minutes from the meeting it was approved.

C. Lipke stated there are new forms for the CIP requests and it will be handed out to the departments.

X. New Business –

1. None

2. R. Sulich stated that the Roof committee is looking at asphalt shingles or metal roofing, they are also discussing a flat roof or a slanted roof. They are awaiting new numbers for the cost of the roof.

XI. Adjournment: R. Tuttle made a motion to adjourn. Second E. Chalfant. **Approved 5-0-0**

Vote: R. Sulich/R. Tuttle/E. Chalfant/P. Tracey/W. Chalfant

Yes Yes Yes Yes Yes

Respectfully submitted,

Karen Sulich
Recording Secretary