

JANUARY 20, 2010

REGULAR MEETING, BOARD OF FINANCE

Minutes of the Regular Meeting of the Board of Finance held on Wednesday, January 20, 2010 at the Westbrook Mulvey Municipal Center.

Present: Chairman Paul Connelly, Sherri Seidman, George Pytlik, Chris Ehlert and Gary Gavigan.

Also Present: First Selectman Noel Bishop, Acting Sanitarian Dick Leighton, Youth and Family Services Chairman Kimberly Bratz, Conservation Chairman Tom ODell, Zoning Chairman Tony Marino, ZEO Nancy Rudek, Harbor Commission Member Mike Farrell and Members of the Public.

CALL TO ORDER

The Meeting was called to order at 7:34 p.m. by Chairman Paul Connelly with a salute to the flag.

Upon a motion by George Pytlik, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to add "Presentation from the Town Sanitarian" to the agenda.

PRESENTATION FROM THE TOWN SANITARIAN

Acting Sanitarian Dick Leighton stated that he just wanted to make the Board of Finance aware that there is a residence in Town that has a failed septic system and the owners refuse to do anything about it. Therefore, the Town has gone to court regarding the matter and has received a court order for the Town to fix the system. The bids have come in between \$9,400.00 and \$16,000.00 to do the work. The property will be liened for the cost of the repair, as well as all of the court fees, attorney fees and Mr. Leighton's pay. The property owner has 120 days to reimburse the town for all costs. If this does not happen, the Town has the jurisdiction to foreclose the property. Mr. Leighton stated that he would be using money that is already in his budget, but may have to come for an appropriation before the end of the fiscal year. First Selectman Noel Bishop stated that Mr. Leighton's reports have been very thorough regarding this matter, as well as other issues.

APPROVAL OF MINUTES – SPECIAL MEETING – OCTOBER 29, 2009

There was discussion regarding the matter that a motion was made at this meeting regarding revenues. Chairman Connelly pointed out that the motion was made because misinformation was provided from the Treasurer and she has refused to roll over the revenues until the motion was made. The transcript from the tape was not clear exactly what the motion was. Chairman Connelly did speak to Auditor Michele Lozo regarding the matter and she stated that a motion was not necessary because the money in the revenues discussed, was approved during the budget process and it is not necessary to transfer any funds. It was discussed that the exact wording from the transcript will be placed into the minutes of October 29, 2009, but the motion does not have to be rescinded because it is not clear exactly what the original motion was.

Upon a motion by Gary Gavigan, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously approve the minutes of the October 29, 2009 Special Meeting Minutes, as amended.

Tax Collector Kimberly Bratz asked what the Board of Finance would do to force the Treasurer to enter the numbers in revenues so that we know where everything is at. Chairman Connelly stated that this matter would be discussed under the Treasurers Report.

APPROVAL OF MINUTES – SPECIAL MEETING – NOVEMBER 10, 2009

Upon a motion by George Pytlik, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to approve the minutes of the November 10, 2009 Special Meeting Minutes, as amended.

APPROVAL OF MINUTES – SPECIAL MEETING – NOVEMBER 30, 2009

Upon a motion by Gary Gavigan, seconded by George Pytlik, it was:

RESOLVED: Unanimously to approve the minutes of the November 30, 2009 Special Meeting Minutes, as submitted.

APPROVAL OF MINUTES – SPECIAL MEETING – DECEMBER 8, 2009

Upon a motion by Gary Gavigan, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to approve the minutes of the December 8, 2009 Special Meeting Minutes, as submitted.

APPROVAL OF MINUTES – SPECIAL MEETING – DECEMBER 9, 2009

Upon a motion by Gary Gavigan, seconded by George Pytlik, it was:

RESOLVED: Unanimously to approve the minutes of the December 9, 2009 Special Meeting Minutes, as submitted.

Upon a motion by George Pytlik, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to change the order of the agenda in order to accommodate the people in attendance tonight.

PUBLIC COMMENT – MUNICIPAL FINANCING

None.

INFORMATION FROM THE BOARD OF SELECTMEN

1. The Board of Selectmen held their first budget hearing today. They intend to have the budget to the BOF in three weeks.
2. An update was given on the Finance Director interviews.
3. A job description for a full time Sanitarian has been posted. The salary range will be what the union dictates.

Chairman Connelly stated that it would be the Board of Selectmen who hires the Financial Director. The Board of Finance will only offer recommendations. First Selectman Bishop stated that he agreed with this, but feels that it should be a strong consensus between the two boards.

REPORT FROM HARBOR COMMISSION – DREDGING

Mike Farrell, a member of the new Harbor Commission was present and stated that they are working very hard regarding the matter of dredging. The Army Corps of Engineers (ACOE) has presented several options. The channel needs to be dredged. Pilots Point has already lost 30 jobs and millions of dollars because of the loss of business. At this point, the commission will be coming forward with a request for funds of \$85,000.00 to \$90,000.00 to dredge the channel 80 feet wide and 8 feet deep. The channel, at this time is only 50-60 feet wide and should be 125 feet. The ACOE is estimating that the entire project will cost \$1.7 million. They are working with Congressman Courtney to obtain funding. They are also discussing the possibility of working with the Town of Clinton to apply for a \$1.5 Million Pilot Grant. The ACOE will not go out to bid until the town has the appropriate funds. First Selectman Bishop stated that he is looking for any possible funds.

A motion was made by Gary Gavigan, seconded by George Pytlik, to:

Give the First Selectman the authority to sign a “Memo of Understanding” from the ACOE, in an amount not to exceed \$1.6 Million.

Discussion: Chairman Connelly stated that he feels that the Board doesn’t have enough information yet to make a decision. Mike Farrell stated that the Harbor Commission was not looking for a motion tonight; they only wanted to keep the Board up to date with what is going on. He feels that the matter should be discussed further when more information is available. Chris Ehlert asked if the motion would give more leverage to apply for the Pilot Grant, because it would be proving that the town is committed. Noel Bishop stated, “yes”. It was stated that the request should come from the Board of Selectmen before going before the Board of Finance.

Gary Gavigan rescinded his motion. George Pytlik rescinded his second to the motion. The motion was rescinded.

REQUEST FOR APPROPRIATION – YOUTH AND FAMILY SERVICES

Youth and Family Chairman Kimberly Bratz was present and stated that they have received state funds, but the money was sent to the Town. The money needs to be transferred to a budget account so that they can receive the funding. This should have been done in the budget process, but got overlooked.

Upon a motion by Gary Gavigan, seconded by George Pytlik, it was:

RESOLVED: Unanimously to appropriate the sum of \$17,500.00 to be transferred from Account #010-0009-000-0910, Unappropriated Fund Balance to Fiscal Year 2009/2010 Budget Account 010-0613-094-2951, Youth and Family Grant, for the purpose of paying the funds to the Youth and Family services for funds received from a grant, as recommended by the Board of Selectmen.

REQUEST FOR APPROPRIATION – CONSERVATION COMMISSION

Conservation Chairman Tom ODell was present and stated that they are requesting \$5,000.00 in order to obtain an appraisal for property that the town may be interested in purchasing for Open Space. The town currently has \$600,000.00 available if the town decides to purchase it and they will also apply for an Open Space Grant if available. There is a resident of town who is possibly willing to help fund the purchase.

Upon a motion by Gary Gavigan, seconded by George Pytlik, it was:

RESOLVED: Unanimously to approve the transfer of funds in the amount of \$5,000.00 from Special Revenue Account “Open Space” to new Special Account #101-1210-100-0116, for the purpose of obtaining an appraisal for land that is being offered as Open Space, as recommended by the Board of Selectmen.

REQUEST FOR APPROPRIATION – ZONING COMMISSION

It was pointed out that the request was for a transfer of funds, not an appropriation.

Upon a motion by Chris Ehlert, seconded by George Pytlik, it was:

RESOLVED: Unanimously to change the request from “Appropriation” to “Transfer”.

Zoning Chairman Tony Marino stated that they would like to transfer funds into Part Time Payroll in order to pay the Commission Clerk.

Upon a motion by Gary Gavigan, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to approve the transfer of \$900.00 from Fiscal Year 2009/2010 Budget Account #010-0410-049-0234, Zoning Commission, Professional Services to Account #010-0410-049-0102, Zoning Commission, Part Time Payroll, for the purpose of covering Secretarial expenses, as recommended by the Board of Selectmen.

REQUEST FOR APPROPRIATION – RESIDENT STATE TROOPERS

Resident State Trooper is requesting funds that were put in capital in order to purchase a new cruiser.

Upon a motion by George Pytlik, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to recommend to a Town Meeting that the sum of \$30,000.00 be transferred from Reserved Capital, Non-Recurring Expenditures Account #101-9-0-954, Police Cruiser, to new Special Account #101-1210-100-XXXX, for the purpose of purchasing a new Police Cruiser, as recommended by the Board of Selectmen.

REQUEST FOR APPROPRIATION – BOARD OF SELECTMEN

At this time, First Selectman Noel Bishop had left the meeting. The Board of Finance was not clear whether the Selectmen are requesting an appropriation or a transfer of funds.

Upon a motion by George Pytlik, seconded by Gary Gavigan, it was:

RESOLVED: Unanimously to approve the transfer of \$9,000.00 from Fiscal Year 2009/2010 Budget Account #010-0111-002-0101, Chief Elected Officer, Payroll to the following accounts: \$7,500.00 to Account #010-0111-002-0103, CEO, Temporary Payroll and \$1,500.00 to Account #010-0111-002-

0102, CEO, Part Time Payroll, for the purpose of covering those accounts, as recommended by the Board of Selectmen.

REVIEW OF TREASURER'S REPORT

Chris Ehlert stated that he has a very big concern after reading the minutes of the Board of Selectmen where Treasurer Darlene Jones stated that she was now the backup for doing payroll. He feels that it is not part of her statutory duties to be doing payroll and feels that the Board of Selectmen should be deciding who would do backup payroll.

The Treasurer provided a Revenue Report with information hand written in. The Board feels that the information provided is not adequate.

Upon a motion by Gary Gavigan, seconded by Chris Ehlert, it was:

RESOLVED: Unanimously to table all reports and correspondence submitted by the Town Treasurer for the 1/10/10 Regular Board of Finance Meeting.

REVIEW OF ACCOUNT MANAGER'S REPORT

Upon a motion by Gary Gavigan, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to table the Accounts Managers Report.

REVIEW OF SPECIAL ACCOUNTS

None at this time.

SET BUDGET HEARING SCHEDULE

It was decided to set the schedule at the February Meeting.

OLD BUSINESS

None.

NEW BUSINESS:

None.

APPROVAL OF BILLS

Upon a motion by George Pytlik, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to approve payment of the following invoices: \$329.51 to Kathleen Kelemen for Secretarial duties.

CORRESPONDENCE:

1. Copy of memo from the First Selectman that there will be a seminar on Cooperation and Communication that will be held on February 4, 2010 from 6:30 to 8:30 p.m.
2. A joint meeting of the Board of Selectmen and Board of Finance will be held on February 8, 2010 to start interviewing candidates for the Financial Director position.

ADJOURNMENT

Upon a motion George Pytlik, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to adjourn at 10:10 p.m.

Respectfully submitted:

Kathleen H. Kelemen, Secretary