

**JULY 20, 2011**

**REGULAR MEETING, BOARD OF FINANCE**

Minutes of the Regular Meeting of the Board of Finance held on Wednesday, July 20, 2011 at the Westbrook Mulvey Municipal Center.

**Present:** Chairman Paul Connelly, Sherry Seidman, George Pytlik, Gary Gavigan and John Leake.

**Also Present:** First Selectman Noel Bishop, Selectmen Chris Ehlert and John Hall, Town Clerk Joan Angelini, Attorney Mike Wells, Treasurer Jane Butterworth, Director of Finance Andrew Urban, Public Works Director John Riggio, Superintendent of Schools Pat Charles, Members of the Town Energy Commission, Marilyn Ozols, members of the Town Charter Committee and Members of the Public.

and members of the Public.

**CALL TO ORDER:** The Meeting was called to order at 7:32 p.m. by Chairman Paul Connelly with a salute to the flag.

**SWEARING IN OF NEW BOARD OF FINANCE MEMBERS**

Town Clerk Joan Angelini swore in new Board of Finance Members John Leake and Richard Westbrook.

**JOINT MEETING WITH BOARD OF SELECTMEN: REQUEST FOR APPROPRIATION – BOARD OF EDUCATION – BOILER(S) REPLACEMENT:**

Chris Ehlert went over the timeline of events leading up to the request for appropriation for the replacement of the High School Boilers. This project is going to be very expensive and they did get 2 bids, but the request for bid did not go in the newspapers as it was stated it would. Mr. Ehlert stated that the committee chose to call a “No Bid” because it did not get posted in the newspaper, so they chose not to move forward at this time. Director of Finance Andrew Urban stated that per State Statute, you no longer need to advertise in newspapers. It was advertised on the Town Website and the Board of Education Web Site. Attorney Mike Wells stated, that for the record, he gave a legal opinion on whether the request for bid had to be advertised in the newspaper. He had no input as to the decision to not move forward. Chris Ehlert stated that the committee did not feel comfortable moving forward. Chairman Connelly stated that because it was advertised on the internet, anyone could have googled it. Mr. Ehlert stated that if it was advertised correctly, they believe they would have gotten a lot more bids. Richard Westbrook stated that it was his opinion that the committee made the right decision. The boiler replacement is a project that has to be done in the summer, so the project will be delayed until next year and funding will still be available next year. The committee needs to get this project done correctly and putting it off for a year will not affect the installation of Natural Gas. Public Works Director John Riggio will coordinate the installation of the Natural Gas.

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

**RESOLVED:** Unanimously to add “REQUEST FOR APPROPRIATION – BOARD OF EDUCATION – DAISY INGRAHAM SCHOOL SIDEWALKS” to the agenda.

**REQUEST FOR APPROPRIATION – BOARD OF EDUCATION – DAISY INGRAHAM SCHOOL SIDEWALKS**

Superintendent of Schools, Pat Charles, stated that the sidewalks at Daisy Ingraham School are a mess and need to be fixed because they are a hazard and very difficult for handicapped people to maneuver.

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

**RESOLVED:** Unanimously to recommend to a Town Meeting that the sum of \$25,000.00 be appropriated and transferred from Capital Non Recurring Expenditures Account #101-9-0-920, Undesignated Reserve, to New Special Account #101-2012-008-0450, Daisy Ingraham Sidewalk Improvements, for the purpose of fixing the sidewalks at Daisy Ingraham School, as recommended by the Board of Selectmen.

**REQUEST FOR APPROPRIATION – WPCC**

WPCC Chairman Marilyn Ozols stated that the Commission was withdrawing their request for appropriation at this time.

**REQUEST FOR APPROPRIATION – PUBLIC WORKS – DRAINAGE**

John Riggio stated that he has applied for a grant for this work, but has not had any reply yet. Upon a motion by George Pytlik, seconded by Sherry Seidman, it was:

**RESOLVED:** Unanimously to approve the appropriation of \$72,000.00 and to be transferred from Capital Non Recurring Expenditures Account #101-0009-000-092, Drainage, to New Special Account #101-2012-003-0450, Drainage Improvements, for the purpose of improving drainage uses at Grove Beach Road South, as recommended by the Board of Selectmen.

**REQUEST FOR APPROPRIATION – PUBLIC WORKS – JETTY REPAIRS**

Upon a motion by Richard Westbrook, seconded by Sherry Seidman, it was:

**RESOLVED:** Unanimously to approve the appropriation of \$10,000.00 to be transferred from Capital Non Recurring Expenditures Account #101-9-0-952, Jetties/Seawalls, to Special Account #101-2012-006-0450, Jetty Repairs.

**REQUEST FOR APPROPRIATION – PUBLIC WORKS – GARAGE RELOCATION**

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

**RESOLVED:** Unanimously to recommend to a Town Meeting that the sum of \$75,000.00 be appropriated and transferred from Capital Non Recurring Expenditures Account #101-000-000-0951, Town Buildings, to Special Account #101-2012-007-0451, Town Garage Relocation, for the purpose of covering costs for the relocation of the Town Garage to the new facility on Route 145, as recommended by the Board of Selectmen.

**TREASURER'S REPORT**

Treasurer Jane Butterworth stated that she is working with the Director of Finance to close and consolidate some of the Town Accounts.

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

**RESOLVED:** Unanimously to accept the Treasurer's Report.

**REQUEST FOR APPROPRIATION – TREASURER**

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

**RESOLVED:** Unanimously to appropriate the sum of \$1,200.00 to be transferred from the fiscal year 2011/2012 General Fund Contingency Account #010-9990-9991-3000, to budget account #010-0114-1140-0102, Treasurer, Part Time Payroll, for the purpose of covering the cost for the Deputy Treasurer to perform her duties in the absence of the Treasurer, as recommended by the Board of Selectmen.

**DIRECTOR OF FINANCE REPORT**

Andrew Urban distributed an interim report for 6/30/11. He is still waiting for year-end information. The Fiscal Year will close next Friday and there are still transactions in progress. Mr. Urban stated that every department did a great job in managing their budgets. Chairman Connelly asked the First Selectman to send a letter to all departments to thank them for their hard work.

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

**RESOLVED:** Unanimously to accept the Director of Finance Report.

**MEETING WITH CHARTER COMMISSION COMMITTEE**

The Charter Commission Members held a discussion with the Board of Finance regarding possible changes to Town Policies, as well as asked the Boards opinions on certain items regarding the duties of the Board of Finance.

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

**RESOLVED:** Unanimously to table APPROVAL OF MINUTES, BOARD OF SELECTMEN REPORT, OLD BUSINESS, NEW BUSINESS, and CORRESPONDENCE.

**ADJOURNMENT**

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

**RESOLVED:** Unanimously to adjourn at 10:55 p.m.

Respectfully submitted:

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Kathleen H. Kelemen, Secretary