

JULY 21, 2010**REGULAR MEETING, BOARD OF FINANCE**

Minutes of the Regular Meeting of the Board of Finance held on Wednesday, July 21, 2010 at the Westbrook Mulvey Municipal Center.

Present: Chairman Paul Connelly, Jane Butterworth, Sherry Seidman and George Pytlik.

Also Present: First Selectman Noel Bishop, Selectmen Jim Crawford and John Hall, Town Planner Meg Parulis, Acting Assessor Pam Fogarty, Acting Sanitarian Dick Leighton, Director of Public Works John Riggio, Treasurer Darlene Jones and members of the public.

Prior to the start of the meeting because there was not a quorum present, Town Planner Meg Parulis stated that she wanted the Board of Finance and Board of Selectmen to know that she submitted an application for a STEAP Grant last Tuesday. The grant, if awarded, could be up to \$425,000.00. They have applied for the grant for the purpose of purchasing property on the corner of Knothe Road and Boston Post Road and to make it municipal parking. If the Town were to receive the grant, the Planner will be requesting funds (\$23,000.00) from the Town Center Revitalization Capital Account for engineering costs.

CALL TO ORDER

Chairman Paul Connelly called the meeting to order at 7:40 p.m. with a salute to the flag.

JOINT MEETING WITH THE BOARD OF SELECTMEN**A. PRESENTATION FROM RE-VAL COMPANIES**

Mr. Patrick Donovan and Steve Ferreira of "Vision Appraisal" and gave a presentation of their Company. Richard Nagle of "Appraisal Resource" was present and gave a presentation of his Company. Both companies answered all questions that were asked of them, including questions from the public.

B. EXECUTIVE SESSION – DISCUSSION AND POSSIBLE DECISION TO HIRE RE-VAL COMPANY.

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

RESOLVED: Unanimously to adjourn to Executive Session to discuss and possibly make a decision to hire a Re-Val Company. The Board of Selectmen, Town Planner Meg Parulis and Acting Assessor Pam Fogarty were asked to stay for the executive session portion of the meeting.

The executive session started at 7:42

Executive Session ended at 9:12 p.m.

C. EXECUTIVE SESSION – DISCUSSION OF STATUS OF FINANCE DIRECTOR

Upon a motion by Jane Butterworth, seconded by George Pytlik, it was:

RESOLVED: Unanimously to adjourn to Executive Session at 9:15 p.m. to discuss the status of the Finance Director position. The Board of Selectmen were asked to stay for the executive session portion of the meeting.

Executive Session ended at 9:25 p.m.

K. REQUEST FOR APPROPRIATION – LANDFILL.

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to approve the appropriation of \$7,000.00 and to transfer the funds from Account #010-0009-000-0910, Unappropriated Fund Balance, to Fiscal Year 2009/2010 Budget Account #010-0312-039-0225, Landfill, Maintenance of Grounds, for the purpose of covering expenses through the end of the Fiscal Year, as recommended by the Board of Selectmen.

I. REQUEST FOR APPROPRIATION – JETTYS

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to approve the transfer of \$9,900.00 from Reserved Capital, Non-recurring Expenditures Account #101-9-0-952, Seawalls, to Special Account #101-1210-100-0124, Jetty Repair, for the purpose of covering cost for Jetty repairs, as recommended by the Board of Selectmen.

H. REQUEST FOR APPROPRIATION – PUBLIC WORKS.

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to approve the transfer of \$3,850.00 from Reserved Capital, Non-Recurring Expenditures Account #101-9-0-924, Highway, Bridge Maintenance, to Special Account #101-1210-100-0121, Engineering Fee, McVeagh Road, for the purpose of covering expenses for the McVeagh Road Project, as recommended by the Board of Selectmen.

M. REQUEST FOR APPROPRIATION – SANITARIAN and**N. REQUEST FOR APPROPRIATION – WPCC**

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to table the Request for Appropriation – Sanitarian and Request for Appropriation – WPCC, pending further information.

D. REQUEST FOR APPROPRIATION – ASSESSOR

Upon a motion by Jane Butterworth, seconded by George Pytlik, it was:

RESOLVED: Unanimously to recommend to a Town Meeting the approval of an appropriation of \$105,000.00, to be transferred from Account #010-0009-000-0910, Unappropriated Fund Balance, and to Transfer \$115,000.00 from Reserved Capital, Non-recurring Expenditures Account #101-9-0-921, Assessor's Re-Val, for a total of \$220,000.00, to New Special Account #101-1210-100-XXXX, for the purpose of entering into contract to start the mandatory 2011 Re-valuation, pending Legal review and approval, as recommended by the Board of Selectmen.

E. FUNDS NEEDED FOR BOARD OF FINANCE – AUDITOR FEES.

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to forward a request for an appropriation in the amount of \$3,203.00 for the purpose of covering Auditing fees through the end of Fiscal Year 2009/2010.

F. REQUEST FOR APPROPRIATION – BOARD OF FINANCE

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to appropriate the sum of \$3,203.00 to be transferred from Account #010-0009-000-0910, Unappropriated Fund Balance, to Fiscal Year 2009/2010 Budget Account #010-0117-016-0231, Board of Finance, Auditor Fees, for the purpose of covering expenses through the end of the Fiscal Year, as recommended by the Board of Selectmen.

G. REQUEST FOR APPROPRIATION – MIRMA ASSESSMENT.

Upon a motion by Jane Butterworth, seconded by George Pytlik, it was:

RESOLVED: Unanimously to recommend to a Town Meeting that the sum of \$26,415.00 be appropriated and transferred from Account #010-0009-000-0910, Unappropriated Fund Balance to New Special Account #101-1210-100-XXXX, MIRMA Assessment, for the purpose of paying 1/6 of the supplemental assessment for MIRMA Assessment Fees for the Town of Westbrook, as recommended by the Board of Selectmen.

J. REQUEST FOR APPROPRIATION - ZBA

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to appropriate and transfer the sum of \$2,352.00, from Account #010-0009-000-0910, Unappropriated Fund Balance, to Fiscal Year 2009/2010 Budget Account #010-0410-050-0234, , ZBA. Legal Services, for the purpose of covering expenses through the end of the fiscal year, as recommended by the Board of Selectmen.

L. REQUEST FOR APPROPRIATION – LEGAL FEES.

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to approve the appropriation and transfer of \$16,282.00 from Account #010-0009-000-0910, Unappropriated Fund Balance, to Fiscal Year 2009/2010 Budget Account #010-0115-012-2344, Legal Services, Labor Counsel for the purpose of covering expenses through the end of the fiscal year, as recommended by the Board of Selectmen.

The Joint Meeting portion with the Board of Selectmen concluded.

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to table the following items on the agenda:

3. Approval of Minutes.
4. Approval of Accounts Managers Report.
5. Review of Special Accounts.
6. Approval of Treasurer's Report.
7. Public Comment – Municipal Financing.
8. Information from the Board of Selectmen.

9. OLD BUSINESS.

1. Jane Butterworth stated that at the June Meeting the Board of Finance requested a copy of the tape of the May Meeting made by Darlene Jones. Secretary Kelemen sent two requests for a copy of the tape and has received no response. Chairman Connelly asked Treasurer Darlene Jones if she would be supplying a copy of the tape as requested.

Treasurer Jones stated that at the recommendation of her Attorney, she will not be supplying the Board of Finance with a copy of the tape, as requested.

2. First Selectmen Noel Bishop stated that the FOI Hearing has been postponed and is now scheduled for Thursday, July 22, 2010 in Hartford. The Board of Finance requested that First Selectman Bishop request another postponement because of the fact that Gary Gavigan would not be able to attend at that time.

10. NEW BUSINESS

Chairman Connelly stated that the current system for handling over-expenditures really needs to be looked at and some changes should be made.

11. APPROVAL OF BILLS

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to approve the payment of \$67.50 to Kathleen Kelemen for mileage reimbursement from January 2010 to June 2010 and \$210.85 to Kathleen Kelemen for Secretarial duties.

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to approve payment of the balance due to Seward and Monde for auditing services.

12. CORRESPONDENCE

Chairman Connelly read 2 e-mails that were received from Treasurer Darlene Jones on July 20, 2010.

13. ADJOURNMENT

Upon a motion by Jane Butterworth, seconded by Sherry Seidman, it was:

RESOLVED: Unanimously to adjourn at 10:52 p.m.

RESPECTFULLY SUBMITTED:

KAHTLEEN H. KELEMEN, SECRETARY