

SEPTEMBER 15, 2010

REGULAR MEETING, BOARD OF FINANCE

Minutes of the Regular Meeting of the Board of Finance held on Wednesday, September 15, 2010 at the Westbrook Mulvey Municipal Center.

Present: Chairman Paul Connelly, Jane Butterworth, George Pytlik, Sherry Seidman and Chris Ehlert (arrived at 7:40 p.m.).

Also Present: First Selectman Noel Bishop, Selectmen Jim Crawford and John Hall, Town Labor Attorney Gave Jiran, Consultant Glenn Klocko and Treasurer Darlene Jones.

CALL TO ORDER

The Meeting was called to order at 7:30 p.m. by Chairman Paul Connelly with a salute to the flag.

JOINT MEETING WITH THE BOARD OF SELECTMEN – EXECUTIVE SESSION TO DISCUSS STATUS OF FINANCE DIRECTOR POSITION

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

RESOLVED: Unanimously to go into Executive Session at 7:31 p.m. for the purpose of discussing the status of the Finance Director position and to invite Consultant Glenn Klocko and Town Labor Attorney Gabe Jiran to stay for the executive session.

The Executive Session ended at 8:33 p.m.
No action was taken by the Board of Finance.

APPROVAL OF MINUTES:

SPECIAL MEETING – MAY 20, 2010

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

RESOLVED: Unanimously that the minutes of the Special Meeting of May 20, 2010 remain tabled until the tape of the meeting made by Treasurer Darlene Jones is reviewed or there is a motion to finalize them.

REGULAR MEETING – JUNE 16, 2010

A motion was made by Jane Butterworth and seconded by Sherry Seidman to approve the minutes of the Regular Meeting of June 16, 2010, as submitted.

The motion was rescinded, as well as the second.

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

RESOLVED: Unanimously to approve the minutes of the Regular Meeting of June 16, 2010, as amended.

SPECIAL MEETING – JUNE 17, 2010

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

RESOLVED: Unanimously to approve the minutes of the June 17, 2010 Special Meeting, as submitted.

REGULAR MEETING – AUGUST 18, 2010

Upon a motion by Jane Butterworth, seconded by Chris Ehlert, it was:

RESOLVED: To approve the minutes of the August 18, 2010 Regular Meeting, as submitted. (Sherry Seidman and George Pytlik abstained from the vote).

APPROVAL OF ACCOUNT MANAGER'S REPORT

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

RESOLVED: Unanimously to table the approval of the Account Manager's Report because it was not received in a timely manner and the Board Members did not have time to review it.

REVIEW OF SPECIAL ACCOUNTS

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

RESOLVED: Unanimously to close Special Account #101-1210-100-0094, Riggio Building, Replacement Windows and to return the remaining \$228.70 to Reserved Capital/Non Recurring Expenditures Account #101-9-0-951, Town Buildings, where it was originally transferred from.

Secretary Kelemen was asked to write a letter to Public Works Director John Riggio to find out the status of Special Account #101-1210-100-0121, Engineering Fee, McVeagh Road and whether it can be closed. Secretary Kelemen was also asked to write a letter to Facilities

Manager Loren Baker to find out the status of Special Account #101-1210-100-0123, Mulvey Projects and whether it can be closed.

APPROVAL OF TREASURER'S REPORT

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

RESOLVED: Unanimously to table the approval of the Treasurer's Report because it was not received in a timely manner and the Board Members did not have time to review it.

Treasurer Darlene Jones stated that there is a discrepancy of numbers regarding the Middle School Project audit, but she is working on it.

Chairman Paul Connelly stated that he wants the Board Members to receive the monthly Treasurer's Report in a more timely manner so that there is time to review the information before the Board's monthly meetings.

PUBLIC COMMENT – MUNICIPAL FINANCING

None.

INFORMATION FROM THE BOARD OF SELECTMEN

- The Vision Appraisal contract for the Town's Re-Val has been signed.
- At the next Board of Selectmen's Meeting there will major discussion regarding the feasibility study for a Youth Center and whether to proceed or not.
- A representative of Senator Lieberman's will be at Pilots Point on 9/24 at 9:30 a.m. to discuss further federal funding for the necessary dredging.
- Mr. Bob Curt has been asking a series of questions regarding budget issues. First Selectman Bishop is trying to reply to all the questions.
- An updated was given on the status of McVeagh Road.

REQUEST FOR APPROPRIATION – CHARTER COMMISSION

First Selectman Bishop stated that the Commission originally requested \$12,200.00, but the Board of Selectmen only approved \$9,000.00 which will be needed for the first year. Chairman Connelly stated that the Board of Finance would like a new budget to reflect the \$9,000.00.

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

RESOLVED: Unanimously to approve the appropriation and transfer of \$9,000.00 from Account # 010-0009-000-0910, Unappropriated Fund Balance to New Special Account #101-1210-000-0127, Charter Commission, for the purpose of funding the Commission for the current fiscal year, as recommended by the Board of Selectmen.

REQUEST FOR APPROPRIATION – PLANNING – HISTORIC SURVEY

Chairman Connelly stated that the Board is not receiving memo's from the Selectmen's office regarding items that they have forwarded to the Board of Finance for approval. All the information received for tonight's meeting came from Department heads. First Selectman Bishop stated that he will look into the matter.

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

RESOLVED: Unanimously to approve the appropriation and transfer of \$10,000.00 from Account #010-0009-000-0910, Unappropriated Fund Balance to new Special Account #101-1210-000-0128, Planning, Historic Survey, for the purpose of funding a portion of a refundable grant for an Historic Preservation Survey, as recommended by the Board of Selectmen.

OLD BUSINESS

- George Pytlik stated that \$2,300.00 was received from FEMA and went to the General Fund.
- Chairman Connelly stated that he would like to know where the LOCIP funds are that were received for Goodspeed Drive and the dump road. Treasurer Jones stated that she would research this information and get back to the Board.
- First Selectman Bishop stated that the Town might want to look into bonding for some of the large projects that need to be done because the interest rates are so low.
- First Selectman Bishop stated that the land transfer is complete between The State and the Town for the Town Garage.

NEW BUSINESS:

- Chairman Connelly stated that it is time for the Selectmen and Board of Education to start the budget process for the next fiscal year. First Selectman Noel Bishop suggested

holding an open forum with the Board of Selectmen, Board of Education and Board of Finance to discuss the upcoming budget process.

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

RESOLVED: Unanimously that the Board of Finance send a letter to the Board of Selectmen and the Board of Education stating that the Board of Finance's expectation is that they will submit a 0% increase in their proposed budgets, with a copy of the letter from the State of Connecticut attached.

APPROVAL OF BILLS

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

RESOLVED: Unanimously to approve the payment of \$112.00 to CCM for a conference that will be attended by Paul Connelly and George Pytlik,

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

RESOLVED: Unanimously to approve the payment of \$262.15 and \$107.00 to Kathleen Kelemen for Secretarial duties.

CORRESPONDENCE:

None.

ADJOURNMENT

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

RESOLVED: Unanimously to adjourn at 9:44 p.m.

Respectfully submitted:

Kathleen H. Kelemen, Secretary