

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT
BOARD OF FINANCE MEETING
WESTBROOK MULVEY MUNICIPAL CENTER
JUNE 18, 2014 7:00PM MULTI MEDIA ROOM**

The Westbrook Board of Finance Regular Meeting was held on Wednesday, June 18, 2014 in the Multi Media Room. In attendance were Paul Connelly, Rick Westbrook, Gary Gavigan, George Pytlik and Tanya Lane. Also in attendance were Andrew Urban, Director of Finance, Jane Butterworth, Treasurer, Noel Bishop, First Selectman, Pat Ciccone, Superintendent of Westbrook Schools and Lew Daniels, Library Director. . Absent: John Leake

CALL TO ORDER

The meeting was called to order by Mr. Connelly at 7:00pm.

APPROVAL OF MINUTES

Upon a motion made by Gary Gavigan and seconded by Tanya Lane the Westbrook Board of Finance unanimously **VOTED** to table the May 21, 2014 minutes.

TREASURER'S REPORT

Ms. Butterworth noted that there have not been any significant changes. Ms. Butterworth answered various questions the Board had.

Upon a motion made by Rick Westbrook seconded by Tanya Lane the Westbrook Board of Finance unanimously **VOTED** to accept the Treasurer's Report as written.

FIRST SELECTMEN REPORT

Mr. Bishop gave a brief update. He noted that Route 1 paving will begin and will take approximately 4 weeks to complete. There is a town meeting on July 1st. VISTA made a \$4, 500 contribution to the town. The Board of Selectmen will decide in July how to spend this money. The town has hired two part time food inspectors.

DIRECTOR OF FINANCE REPORT

May 2014 Monthly Financial Report

Mr. Urban discussed the Financial Statement for May 2014. He answered various questions from Board members regarding the Town Garage project.

Upon a motion duly made and seconded, the Westbrook Board of Finance **VOTED** to approve the Financial Report as presented.

APPROPRIATIONS AND OTHER RESOLUTION

Capital and Non-Recurring Expenditure Fund:

Upon a motion made by Rick Westbrook and seconded by Gary Gavigan it was:

RESOLVED: Unanimously by the Board of Finance to approve the following appropriations in the Capital and Non-Recurring Expenditure Fund:

Source Account# 101.3020.0000.0960.3 CNR Reserve – BOE Capital Reserve to Budget
Account # 101.2015.1505.0451.5 BOE Daisy Elementary Heaters in the amount of \$10,000.

Source Account# 101.3020.0000.0960.3 CNR Reserve – BOE Capital Reserve to Budget
Account# 101.2015.1506.0451.5 BOE High School Exhaust Fans in the amount of \$19,000.

Source Account# 101.3020.0000.0960.3 CNR Reserve – BOE Capital Reserve to Budget
Account# 101.2015.1507.0451.5 BOE High School Generator Connections in the amount of \$26,245 and refer it to the Board of Selectmen to set a date for a Town Meeting to consider.

Source Account# 101.3020.0000.0960.3 CNR Reserve – BOE Capital Reserve to Budget
Account# 101.2015.1508.0444.5 BOE Cafeteria Appliances in the amount of \$65,000 and refer it to the Board of Selectmen to set a date for a Town Meeting to consider.

There was a discussion regarding the Emergency Management Capital Appropriations. Mr. Izzo noted that the Superintendent of Schools would like to go forward with the radio station due to the violence occurring across the country. This new equipment will replace older equipment. Constables, buses and public works will receive their equipment first. Mr. Izzo noted that this is not going out to bid because it is a state contract. Funding was discussed.

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

RESOLVED: Unanimously by the Board of Finance to approve the following capital appropriation in the Capital and Non-Recurring Expenditure Fund Source Account # 101.3020.0000.0932.3 CNR Reserve-Communications Equipment in the amount of \$75,000, Source Account # 101.2015.1510.5575.4 CNR Revenue – LOCIP Grant in the amount of \$65,000 to Budget Account# 101.2015.1510.0618.5 Communications Interoperability Project in the amount of \$140,000 and refer it to the Board of Selectmen to set a date for a Town Meeting to approve.

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

RESOLVED: Unanimously by the Board of Finance to approve the capital appropriation in the Capital and Non-Recurring Expenditure Fund Source Account# 101.3020.0000.0932.3 CNR Reserve – Communications Equipment to Budget Account# 101.2015.2015.1511.0443.5 Lower Power AM Radio Station in the amount of \$25,000 and refer it to the Board of Selectmen to set a date for a Town Meeting to consider.

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

RESOLVED: Unanimously by the Board of Finance to approve the capital appropriation in the Capital and Non-Recurring Expenditure Fund Source Account# 101.2015.1512.5573.4 Revenue – LOCIP Grant to Budget Account# 101.2015.1512.0450.5 Infrastructure Projects in the amount of \$125,000 and refer it to the Board of Selectmen to set a date for a Town Meeting to approve.

Upon a motion made by Richard Westbrook and seconded by George Pytlik it was:

RESOLVED: Unanimously by the Board of Finance to approve the capital appropriation in the Capital and Non-Recurring Expenditure Fund Source Account# 101.3020.0000.0924.3 CNR Reserve – Infrastructure Maintenance to Budget Account# 101.2015.1501.0450.5 Infrastructure Projects in the amount of \$55,000 and refer it to the Board of Selectmen to set a date for a Town Meeting to approve.

Upon a motion made by Richard Westbrook and seconded by George Pytlik it was:

RESOLVED: Unanimously by the Board of Finance to approve the capital appropriation in the Capital and Non-Recurring Expenditure Fund Source Account# 101.3020.0000.0923.3 CNR Reserve – Public Works Equipment to Budget Account# 101.2015.2015.1502.0422.5 Public Works Dump Truck in the amount of \$165,000 and refer it to the Board of Selectmen to set a date for a Town Meeting to approve.

Upon a motion made by George Pytlik and seconded by Richard Westbrook it was:

RESOLVED: Unanimously by the Board of Finance to approve the capital appropriation in the Capital and Non-Recurring Expenditure Fund Source Account# 101.3020.0000.0952.3 CNR Reserve – Jetties/Seawalls to Budget Account# 101.2015.1503.0450.5 Seawall Repairs in the amount of \$30,000 and refer it to the Board of Selectmen to set a date for a Town Meeting to approve.

Upon a motion made by George Pytlik and seconded by Tanya Lane it was:

RESOLVED: Unanimously by the Board of Finance to approve the capital appropriation in the Capital and Non-Recurring Expenditure Fund Source Account# 101.3020.0000.3020.3 CNR Unreserved Fund Balance to Budget Account# 101.2015.2015.1504.0448.5 Speed Machine in the amount of \$5,000.

Library Fund Appropriation - \$15,000

Upon a motion made by Rick Westbrook and seconded by Gary Gavigan it was:

RESOLVED: Unanimously by the Board of Finance to approve the supplemental appropriation in the Library Fund Source Account# 303.3010.0000.3020.3 Library Fund Unassigned Fund Balance to Budget Account# 303.0810.8101.0517.5 Library Fund Expenditure Control Account Library Fund Expenditure Control Account in the amount of \$15,000 and refer it to the Board of Selectmen to set a date for a Town Meeting to approve.

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

RESOLVED: Unanimously by the Board of Finance to approve the following budget transfers: Registrars: \$5,000; Tax Collector \$6,500; Fire Department \$8,500; and Public Works \$10,000. The motion was approved.

PUBLIC COMMENT

None

NEW BUSINESS

None

OLD BUSINESS

None

CORRESPONDENCE

None

ADJOURNMENT

On motion duly made and seconded, the Board of Finance unanimously **VOTED** to adjourn at 9:28pm.

Respectfully Submitted

Kelley S. Frazier, Board of Finance Clerk