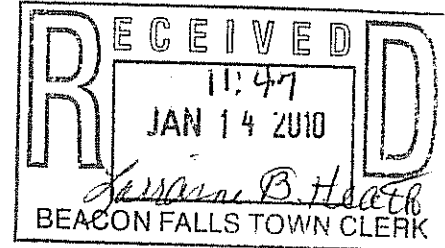


Town of BEACON FALLS
Connecticut

Board of Finance

**TOWN OF BEACON FALLS
BOARD OF FINANCE
REGULAR MONTHLY MEETING
MINUTES
Tuesday January 12, 2010**



CALL TO ORDER

Board of Finance Secretary and acting Chairman L. Krepinevich called the Regular Monthly Meeting to order at 7:37 P.M. with the Pledge of Allegiance.

Present: Board of Finance Secretary L. Krepinevich, Board Members R. Doiron, B. Ploss, G. Smith and A. Choi.

Also Present: Selectman S. Cable and D. Sorrentino, Finance Manager M. Gomes. Selectman M. Krenesky arrived at 8:30 P.M.

APPROVAL OF MINUTES

R. Doiron motioned to approve December 2009 Board of Finance Minutes. B. Ploss 2nd the motion. All voted aye with the exception of G. Smith who abstained as he was not present for the December meeting.

COMMENTS FROM THE PUBLIC

Board of Finance Secretary and acting Chairman of the Board L. Krepinevich asked all present if there were any public comment. There was not any public comment.

Board of Finance Secretary and acting Chairman of the Board of Finance L. Krepinevich asked for a motion to add "election of officers" to the agenda.

R. Doiron motioned to add "election of officers" to the agenda. G. Smith 2nd the motion. All voted aye.

ELECTION OF OFFICERS

G. Smith nominated W. Hopkinson to Chair the Board of Finance.

Discussion: It was asked if W. Hopkinson would accept the position. G. Smith responded that W. Hopkinson would accept the position of Chairman of the Board of Finance with G. Smith as Vice-Chairman.

L. Krepinevich asked three times if there were any other nominations.

With no other nominations, G. Smith motioned that the Secretary cast one vote for W. Hopkinson to become Chairman of the Board of Finance. R. Doiron 2nd the motion. All voted aye.

R. Doiron nominated G. Smith to Vice- Chair the Board of Finance.

L. Krepinevich asked three times if there were any other nominations.

With no other nominations, R. Doiron motioned for the Secretary to cast 1 ballot for G. Smith to become Vice Chairman of the Board of Finance. All voted aye.

R. Doiron nominated L. Krepinevich to continue as Secretary of the Board of Finance.

G. Smith asked three times if there were any other nominations.

With no other nominations, G. Smith recognized L. Krepinevich as Secretary of the Board of Finance.

TREASURERS REPORT

R. Doiron motioned to accept the Treasurers Report for December 2009 and January 2010. L. Krepinevich 2nd the motion. All voted aye.

TAX COLLECTORS REPORT

The Board of Finance reviewed the tax collectors reports

A. Choi motioned to accept the Tax Collectors report. B. Ploss 2nd the motion. All voted aye.

Town Clerks Report

Discussion: G. Smith reviewed the discussion that took place in the November 2009 Board of Finance meeting regarding the Town of Beacon Falls taking over the function of monies collected by the Town Clerk. G. Smith asked for confirmation that the entire set of books will have a complete audit prior to the Town of Beacon Falls taking over the responsibility. M. Gomes explained that due to state statutes, the town is limited to what

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they can have access to however M. Gomes also mentioned that the Town Clerks books were audited and the Auditor was able to compare the books/numbers against the Town Clerk's bank statements. M. Gomes also mentioned that as of June 30, 2009, the Town of Beacon Falls did receive all the money that they were supposed to receive from the Town Clerk. G. Smith wanted to make sure that the town would be taking over a recently audited set of books.

It was also discussed that effective February 2010, M. Gomes will be responsible for preparing a Town Clerk's report which will be reconciled against the Town's bank statements. A new bank account will be opened in the Town of Beacon Falls name and it will require several signatures from the Town of Beacon Falls. The Town of Beacon Falls will be responsible for collecting Town Clerk fees and then will cut a check to the Town Clerk for his percentage of the fee. S. Cable noted that the Board of Selectman voted on this new procedure. The details of the new procedure will be worked out and a report will be presented to the Board of Finance at the March Board of Finance regular meeting.

A further discussion took place regarding whether to accept the Town Clerks December 2009 report. It was determined by the Board of Finance that since what was presented to them was not a "report" but a copy of a check with some figures listed on a piece of paper, that they could not accept the report. G. Smith noted that the Board of Finance has not accepted a Town Clerk's Report in quite a while as what was presented to them was not a clear report.

B. Ploss suggested that approving any Town Clerk's report be put on hold until the new system is in place in March 2010. He noted that he doesn't expect the report to change between now and March and that the Board of Finance is greatly looking forward to the new system and reviewing March's report when presented.

In being consistent with not accepting the Town Clerk's report because it has not been a presentable report, G. Smith suggest that the Board of Finance continue to not accept the Town Clerks Report for December 2009.

B. Ploss motioned to "not" accept the current Town Clerk's Report. A. Choi 2nd the motion. All voted aye.

M. Gomes asked specifically what the Board of Finance would like to see in the Town Clerks report beginning March 2010. Effective 2/1/2010, M. Gomes will take over this responsibility.

Discussion: G. Smith noted that they were looking for a report with bank statements that are within the jurisdiction of the town. A. Choi suggested that they are looking for substantiated numbers to complete financial process. He noted that the financial process had been incomplete for all this time because the reports were not tied out to bank statements that could be verified. It was determined that the Board of Finance does not

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require the actual statements but they do require that M. Gomes reconcile fees against bank statements prior to presenting a report.

Finance Managers Report

M. Gomes noted that the budget is in good shape. He wants to see what the sand and salt expense is going to be but he does not foresee a problem. He noted that the budget that was put together last year closely resembles the expenses.

S. Cable noted that renovations at the Fire House will need to be discussed (memo from M. Gomes requesting appropriation of \$18,894 of funds from revenue received from the Fire Department to cover the costs of building/site improvements attached).

R. Doiron on a side note mentioned that it's important to fix the structure before work is done on the roof. He also noted that silicone will not stick to a granulated surface. S. Cable noted that first a patch has to be done and then next year the structure will be fixed.

R. Doiron asked the M. Gomes explain to him exactly how of the General Sweep account is used and what its purpose is. M. Gomes explained that the General Sweep account gives the town a better return on its money. M. Gomes noted that the town has a general fund checking account but any other funds are swept into the sweep account and the sweep account is not a locked account so it can be re-directed for better returns daily. The banks are responsible for the activity of the investments of the sweep account. R. Doiron noted that when he was last involved in the Board of Finance, they did invest the town's money but it was not done on a daily basis such as this current sweep account.

B. Ploss motioned to accept the Finance Managers Report. R. Doiron 2nd the motion. All voted aye.

BOARD CLERKS INVOICE

Two Clerk Invoices were submitted. One invoice was for K. Wilson for the month of December and one invoice was for L. Classey for the month of October and January meeting attendance.

B. Ploss motioned to accept K. Wilson's invoice for December 2009 with the date change on the report to reflect December 2009. R. Doiron 2nd the motion. All voted aye.

B. Ploss motioned to accept L. Classey's invoice for October and January meeting attendance. A. Choi 2nd the motion.

BOARD OF SELECTMEN

BUDGET TRANSFERS

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There were no budget transfers.

S. Cable noted that the Board of Selectmen made a decision at their January 11th meeting to work with different town departments to improve and streamline each department to make them more effective.

S. Cable noted that M. Krenesky will be working with the Town Clerk's Department and that D. Sorrentino will be working with the Tax Collectors Department. S. Cable and D. Sorrentino together will be working with the Public Works Department. S. Cable noted that changes have already been made in the police department and that these steps will help with the budget process as well.

S. Cable noted that the Town of Beacon Falls has applied for a bunch of grants. The Town now has a team of grant writers. There are four individuals who all work on grant writing. This should be very advantageous to the town.

S. Cable noted that she would like to see a 5 year plan for the budget. Equipment needs to be replaced in the sewer plant which will be a substantial cost.

M. Gomes spoke about appropriating funds for the work needed on the Fire Department improvements and the fence for the Peter Paul building which the Fire Department uses for storage and training classes.

Discussion: The subject of whether or not this request for appropriation of funds should go to a town meeting was discussed in length; if adding a new line item to the budget, a town meeting must be called. Another option would be to use funds that are in the contingency line item. R. Doiron suggested that if these repairs need to be done, then maybe the money should be taken out of the contingency rather than wait a month for a town meeting. His concern was that if the repairs need to be done, then they should be done sooner rather than later. G. Smith noted that while he understands R. Doiron's suggestion and the reason behind it, that it would probably be a good idea to have a money trail on this expense rather than have it buried.

M. Gomes also noted that we need to add to the bottom line of the budget in order to keep the budget in balance. He also noted that in years to come, there will be a paper trail as to where the money for the fence and improvements came from.

After much discussion regarding whether to go to a town meeting or use monies from the current budget maintenance monies, it was decided that the Board of Finance would recommend that the Board of Selectmen go before a Town Meeting to appropriate these funds. Further discussion took place on how to properly word the motion to request the Board of Selectmen to go to a town meeting.

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B. Ploss motioned that the Board of Finance recommend that the Board of Selectmen go to a town meeting for an additional appropriation of \$18,894 to amend the current budget. L. Krepinevich 2nd the motion. All voted aye.

Discussion: S. Cable noted that it is very important for all members of the Board of Finance to attend the Town Meeting.

OLD BUSINESS

Noted above.

NEW BUSINESS

Noted above.

CORRESPONDENCE

G. Smith noted that he received a request for Northwest Regional Mental Health Board looking for some money. G. Smith forwarded that document to S. Cable.

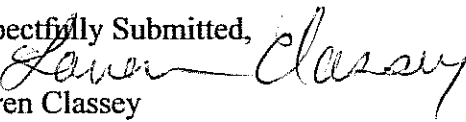
G. Smith also noted that the Board of Finance received a request from the Board of Selectmen that everyone does a 5 year budget projection.

G. Smith also noted that he handed out a document from the Board of Selectmen suggesting that all Chairs and Co-Chairs attend a two session course on conducting municipal meetings.

Adjournment

R. Doiron motioned to adjourn the meeting at 8:45 P.M. L. Krepinevich 2nd the motion. All voted aye.

G. Smith adjourned the meeting at 8:45 P.M.

Respectfully Submitted,

Lauren Classey
Clerk for the Board of Finance