

Beacon Falls Board of Finance
10 Maple Ave.
Beacon Falls, CT 06403



BEACON FALLS BOARD OF FINANCE
Regular Monthly Meeting
March 12, 2013
MINUTES
(Draft Copy-Subject to Revision)

1. Call to Order/Pledge of Allegiance

Chairman Jim Huk called the meeting to order at 7:33.

Members present: Joe Dowdell, Brian Ploss, Robert Doiron, Marc Bronn

Member absent: Jack Levine

Others present: First Selectman Gerard Smith, Selectman Dave D'Amico, Selectman Chris Bielik, Assistant Librarian Susan Dowdell, Town Treasurer Mike Krenesky, Joe Rodrigo, Kevin McDuffie, Pete Betkoski

2. Approval of Minutes – February 20, 2013

Motion to accept the February 20, 2013 special monthly meeting minutes: **Bronn/Ploss**; all aye. *R. Doiron abstained as he was not at the February 20, 2013 meeting.*

3. Comments from the Public - none

4. Treasurer's Report – from Mike Krenesky

Reports were distributed to members for review.

M. Krenesky noted that the only change was the addition of the flag fund, to purchase and maintain flags for the streetscape.

J. Dowdell asked the status of the IRS fine issue. M. Krenesky commented that he has been in continual contact with the IRS. It was extended another 2 weeks due to a backlog at the IRS and was advised not to pay any fines; the town was not accruing any interest.

M. Krenesky pointed out that the report shows a bell curve of tax collections in December and January when taxes are paid, which is normal.

5. Tax Collector's Report – from Ursula Henry

Reports were distributed to members for review.

a. Status of State budget proposal's impact on Beacon Falls revenues

If passed, the change to personal property tax would be implemented in May 2013.

M. Bronn suggested that J. Huk contact June Chadderton, the town Assessor, to get an estimate of the car values in town and gauge what taxes are collected and what taxes would be lost.

M. Bronn said that he talked with Tax Collector U. Henry about clarifying the Board of Finance's request for a monthly report to show a comparison to the previous year.

6. Town Clerk's Report – from Len Greene, Sr.

Reports were distributed to members for review.

7. Finance Manager's Report – from Manny Gomes

Reports were distributed to members for review.

- a. Board Clerk's Invoice: Motion to accept clerk's invoice requesting payment for the February 20, 2013 meeting and associated administrative work and pay the bill as submitted: Doiron/Huk; all aye.
- b. RFP for a town auditor – G. Smith noted that M. Gomes was gathering this information and will send to J. Levine.
- c. Status of new financial software system – G. Smith noted that the town attorney was looking at the contract and it will be executed shortly.
- d. Single spreadsheet to account for accumulated impact of expected costs, including sewer plants, BOE, and know capital

8. First Selectman Report - First Selectman Gerard Smith

- a. Transfers – none
- b. Status of department budget submissions

The town budget report was distributed, but it only contained the operating expenses and capital projects. The revenue and current debt information will be provided in the next few days and M. Gomes will send out a completed report electronically to the Board of Finance which will include the percentages of increases.

Discussion:

R. Doiron asked if the road issues have been looked at again.

G. Smith commented no, because of the sewer project coming up, roads may have to be dug up to replace pipes, he suggested waiting on road repair until the sewer work is completed. The road work would be included in a bond package which would require a public vote.

The Woodward & Curran engineers were scheduled to discuss the sewer plant estimates at the March 12 WPCA meeting.

J. Huk commented that a 5-year plan is needed, to anticipate major town projects and allow the Board of Finance to better plan.

G. Smith commented on the possibility of selling properties that are behind on paying taxes.

G. Smith highlighted these areas in the draft town budget report:

- First Selectman's salary changed by removing the part-time caveat, increasing the salary to \$68,400 plus benefits, making the position more attractive and competitive. The Town of Woodbury selectman's salary was used as a comparison.
- \$10,000 was added to the Planning & Zoning commission budget for the update of zoning and subdivision regulations.
- \$10,000 was added to the Economic Development Commission for marketing the town.
- The library's request for extra staff hours was not approved since the 4th part-time staff person would make up these extra hours.

G. Smith suggested rolling these items into one bond package, paying legal and preparation fees once:

- Fire engine #1 replacement
- \$400,000 short fall for Depot Street bridge project, to replace the monies that were taking out of the general fund to cover these cost overruns
- Refinancing existing debt
- Road work

9. Unfinished Business

a. Jack Levine request for details around existing supervisory procedures for each department – topic tabled

It was noted that this issue was raised in town audits for the past 2 years.

G. Smith commented that there is a document prepared for this, but it primarily addresses the tax office. This issue will be addressed once new software is in place.

10. New Business

a. Town Budget Discussions – see above

11. Correspondence – Board of Finance received copies of the auditor reports.

12. Comments from the Public –

S. Dowdell, 32 Wolfe Ave noted what she believed to be an error in the budget for library wages and questioned the amount of \$106,688 as it seemed that it was not calculated with raises and this figure was not consistent with the calculations made for other town departments.

C. Bielik, 119 Rice Lane Ext, made a clarification from the March 11 Board of Selectmen meeting regarding the spreadsheet of selectman's salaries in other towns previously provided by Joe Dowdell, the comparison may not be to the Town of Woodbury.

C. Bielik asked if a date for a joint Board of Finance/Board of Selectmen budget workshop had been set before having a public hearing. No meeting was schedule yet, but will be set ASAP.

K. McDuffie, 2 Haley Ridge, questioned if the replacement of the fire truck was because of its age (25 years). D. D'Amico commented that the truck was at its end of life.

13. Adjournment

The next regular monthly meeting will be Tuesday, April 9, 2013 at 7:30 PM.

Motion to adjourn the meeting at 8:26 PM: Doiron/Bronn; all aye.

Respectfully submitted,

Martha Melville
Clerk for the Board of Finance