

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



BEACON FALLS BOARD OF FINANCE
Special Meeting
November 13, 2013
MINUTES
(Subject to Revision)

1. Call to Order/Pledge of Allegiance

Chairman Jim Huk called the meeting to order at 7:32

Members present: Joe Dowdell, Robert Doiron, Brian Ploss

Members absent: Marc Bronn, Jack Levine

Others present: 2 members of the public

2. Approval of Minutes – October 8, 2013

Motion to accept the October 8, 2013 regular monthly meeting minutes: Huk/Dowdell; no discussion; all aye.

3. Comments from the Public

Ed Groth, Chatfield Farms: shared a common theme he found while on the campaign trail talking to citizens, which was that citizens did not want the town to "raise their taxes." J. Huk agreed with this statement and commented that it was unfortunately not completely within the town's control.

4. Treasurer's Report

Reports were distributed to members for review.

4. Tax Collector's Report

No report was provided from the Tax Collector.

J. Dowdell suggested it would be a good idea for the board to request that the new tax collector be present for Board of Finance meetings.

J. Huk indicated that she should also be asked to develop the tax collection projections that had been requested previously from the Board of Finance.

6. Town Clerk's Report

Reports were distributed to members for review.

7. Finance Manager's Report – Manny Gomes not present at meeting. All items tabled.

- a. Status of general fund
- b. Explanation of line 10-39-1415 of Regional Council of Gov'ts bill
- c. Update on finance software
- d. Update on audit

- 8. First Selectman's Report**- Gerry Smith not present at meeting
Motion to transfer \$680 from Contingency Fund to Town Clerk's budget line item 10-05-1010 to compensate the Town Clerk as agreed previously with the Board of Finance:
Huk/Doiron; *no discussion*; all aye.

9. Unfinished Business

a. 3-5 Year Capital Plan

J. Huk told the members of the board that he had sent a proposal to the First Selectman after their last meeting to outline his proposed approach to completing a capital plan, which including justification for the Board of Finance having a significant role in its production consistent with the CT BOF Handbook and the approach of other CT towns. In light of the election, he has since forwarded the same email to the incoming First Selectman and will forward the same details to the other members of the Board of Finance. He said that though the Board is an integral part of the process as the budget setting body, the First Selectman is critical in driving the key work that needs to be done to reach a capital plan. He suggested this be picked up at the December meeting.

10. New Business

- a. J. Huk indicated that he learned on November 13 that no work had been accomplished on the FEMA grant for the firetruck after a call with Lisa Low, who was commissioned by the First Selectman to write the grant. The grant is due for submission on Dec 5. He said that he immediately started a call with Chief Pratt, who forwarded him to Dave Rybinski for follow up. After bringing Dave into the call, he agreed to provide the FEMA login to the site to allow Lisa Low to review all prior grant submissions to help her get the grant completed in time for the deadline. J. Huk stated that he does not know why it has taken so long to begin the grant process, but that under the circumstances the only way it would be completed in time is if Lisa Low received highly responsive cooperation from the members of the fire department.
- b. B. Ploss stated his appreciation for the service of outgoing First Selectman Gerry Smith. J. Huk and B. Doiron concurred.

11. Correspondence

12. Comments from the Public - none

13. Adjournment

The next regular monthly meeting will be Tuesday, December 10, 2013 at 7:30 PM.

Motion to adjourn the meeting at 7:53 PM: **Huk/Doiron**; all aye.

Respectfully submitted,

Martha Melville
Board of Finance, Clerk