

**Beacon Falls Board of Finance
10 Maple Avenue
Beacon Falls, CT 06403**



**BEACON FALLS BOARD OF FINANCE
Regular Meeting
March 10, 2015
MINUTES
(Subject to Revision)**

1. Call to Order/Pledge of Allegiance

Board Members Present: Jack Levine, Joe Dowdell, Joe Rodorigo, Bob Doiron, Marc Bronn, and Brian Ploss

Others present: First Selectman Chris Bielik; Selectman Dom Sorrentino; Selectman Peter Betkoski; Chief Jim Trzaski, Asst. Chief Brian DeGeorge, and Kenny George, Beacon Hose Co. 1; Sue Dowdell, Director of Library; Tom Broesler, Finance Manager; Mike Krenesky, Town Treasurer; Michael Van Deventer and Amanda Backhaus, Mahoney Sabol; and Gary Komarowsky.

Chairman Jack Levine called the meeting to order at 7:30P.M.

2. Public Comment

J. Levine asked if there were any public comments at this time and there were none.

3. Approval of Minutes from February 10, 2015

Motion to approve the minutes from the February 10, 2015 monthly meeting:
Ploss/Dowdell; no discussion; 5 ayes and 1 abstention from M. Bronn since he was not present at that meeting.

4. Presentation, Discussion, and Approval of Audited Financial Statements

Motion to accept the audit report as submitted by Mahoney Sabol: **Bronn/Doiron; no discussion; all ayes.**

5. Presentation and Discussion of Auditor’s Management Letter

It was noted that this agenda item was covered under the previous agenda item.

6. Presentation, Discussion, and Vote on Audit of Ambulance Services

M. VanDeventer presented the proposal for the four different ways of doing the audit for the Ambulance Services. One – audit, which would be \$8,000. Two – Review, which would be \$4,500. Three – Agreed Upon Procedures, which would be \$2,500 to \$4,000 depending on the level. Four – Compilation, which would be \$2,000

7. Financial Manager’s Report

a. Status Report on Resolving Pending Audit Problems from Last Audit

b. Presentation and Discussion of Corrective Action Plan for Current Audit

c. Status Report on Payroll Conversion

T. Broesler indicated that payroll is running a little bumpy.

d. Status on Bank Reconciliations

T. Broesler indicated that his plan is to start in April with the July 2014 Bank Reconciliation.

e. Update on Other Issues

T. Broesler noted that Erin Schwartz is working out very well.

8. First Selectman’s Report

a. Transfers

The first transfer request was from Beacon Hose Co. 1 for emergency repairs to Rescue 4’s generator in the amount of \$7,025.00.

*Motion to approve the transfer request of \$7,025.00 from the Contingency Fund, Budget Line Item 10.90.83.1170 to Emergency Service Vehicle Repairs, Budget Line Item 10.90.44.1472: **Rodorigo/Bronn**; discussion was by J. Dowdell if another line item should be used. After a brief discussion, the Budget Line Item was changed to Hose Replacement Program, Budget Line Item 1090.90.2126.*

Motion to approve the transfer request of \$7,025.00 from the Contingency Fund, Budget Line Item 10.90.83.1170 to Hose Replacement Program, Budget Line Item 10.90.90.2126: **Rodorigo/Bronn**; *no discussion*; all ayes.

The second request was from C. Bielik to replenish the budget line item by \$325.00 due to the purchase of the gift for Past Chief Mike Pratt.

Motion to approve the transfer request of \$325.00 from the Contingency Fund, Budget Line Item 10.90.83.1170, to First Selectman's Expense, Budget Line Item 10.90.01.1220: **Rodorigo/Ploss**; *discussion was asked if this was enough to cover the expenses until the end of the budget and after a brief discussion, the amount was increased to \$500.00*

Motion to approve the transfer request of \$500.00 from the Contingency Fund, Budget Line Item 10.90.83.1170, to First Selectman's Expense, Budget Line Item 10.90.01.1220: **Rodorigo/Ploss**; *no discussion*; all ayes.

b. Information on MERF Plan Contribution Issue

C. Bielik informed the Board that the ruling was in favor of the town. Written notification had not been received as of yet.

c. Information on Tracy House Repairs/Demolition, and Financial Input

There was no update on this agenda item and will remain on next month's agenda.

d. Information on Potential Sale of Region 16 Community School to Prospect and Financial Implications to Beacon Falls

e. Status Report on Sewer Treatment Plant Upgrade and Proposed Bonding

There was no update on this agenda item.

f. Status on Proposal for Ordinance on Town Treasurer's Duties (Bank Reconciliations)

No discussions have taken place as of yet on this agenda item.

g. Update on Snow Removal, Sanding, and Overtime Costs

C. Bielik indicated that another purchase order was issued today since Morton's Salt is unable to fill the order. They had run out of salt. The new supplier's cost was an additional \$800.00.

h. Update on Other Issues

C. Bielik noted that the audit report showed a successful year. The General Fund balance as of 06/30/2014 was \$3.1 million. As far as a bonding standpoint, it is looking very good. Based on the numbers, C. Bielik would like to allocate some of the money to be transferred from the General Fund into three areas. One – transfer \$250,000 to the wastewater treatment plant. Two – transfer \$100,000 for the repairs of the drainage and paving of the town hall parking lot. Three – transfer \$500,000 for general road repairs.

Motion to take and move forward with the Board of Selectmen's suggestions: **Rodorigo/Ploss**; discussion was by M. Bronn wondering if the money for the roads should stay in the General Fund and go for bonding. J. Levine suggested that they accept all transfer requests as suggested and still go after bonding.; all ayes.

Motion to request the Board of Selectmen to get a bonding package proposal for the road repairs and present it to the Board of Finance at their earlier convenience: **Doiron/Dowdell**; no discussion; all ayes.

9. Reports

a. Fire Department

The report from the Fire Department was distributed to the Board.

b. Treasurer

It was noted that the Melbourne Trust account is now an interest-baring account.

c. Tax Collector

The report from the Tax Collector was distributed to the Board.

d. Town Clerk

The report from the Town Clerk was distributed to the Board.

10. Unfinished Business

a. IT

11. Correspondence

a. Board of Finance Clerk's Invoice for meetings

Motion to approve the invoice for the February 10, 2015 meeting in the amount of \$87.50 and for the February 23, 2015 special transfer meeting in the amount of \$42.50 as submitted for tonight's meeting for a total of \$130.00:

Doiron/Rodorigo; no discussion; all ayes.

b. Region 16 Letter on Budget Preparation

It was noted that this is approximately 90% ready and should be complete within 7 days.

c. Other

12. Public Comment

Mike Krenesky, 22 Maple Avenue, asked that when looking at road repairs, please do not forget about the sidewalks and sewers. Also, when doing the budget to please remember that approximately \$80,000 to \$100,000 should be included to demolish the Tracy House.

Sue Dowdell, 32 Wolfe Avenue, asked if the STEEP Grant was available for the parking lot and C. Bielik indicated that it was not.

13. New Business

14. First Selectman's Presentation of Proposed Board of Selectmen 2015-2016 Budget

15. Adjournment

With no further business to discuss, J. Levine asked for a motion to adjourn tonight's meeting.

Motion to adjourn tonight's meeting at 9:28 P.M.: **Doiron/Rodorigo; no discussion; all ayes.**

Respectfully submitted,

Marla Scirpo
Clerk, Board of Finance