



Beacon Falls Board of Finance Monthly Meeting Minutes

(Subject to Revision)

Tuesday, September 12, 2017 at 7:00PM in the Town Hall Assembly Room.

Board Members Present: Joe Rodorigo, Marc Bronn, Jim Huk, and Brian Ploss, Tom Pratt, Leeper

Call to Order / Pledge of Allegiance 7:01PM

Public Comment: Joe Rodrigo Called Three times.

Approval of Minutes from the Previous Meetings: Pratt/Bronn; no discussion; 1 abstain Brian Ploss; rest; Ayes

Correspondence / Payment of Bills

- **Board of Finance Clerk's Invoices** - None to submit.
- **Other Invoices** - None
- **Other Correspondence**

J. Rodorigo: If anyone wants to go to the CCM Convention, it's free to go, let Joe Rodorigo know. It's the Community, Confrence and Municipality.

J. Rodorigo read a letter from Susan Pavik about the fiscally-irresponsible method of budgeting that has been occurring in our town for the past four years.

Reports

Ambulance Service Report

The Fire House will send out 3 invoices, after that it goes to collection agency. The management system to say yes or no. Legitimatet bills should be paid, insurance

check get sent home and should go to the billing service. The numbers have been decreasing, not getting complete payments. New billing service, all in the report to review.

Town Treasurer's Report

Wendy Rodorigo, we will be opening a new account for the small cities grants, need a new account for that.

Erin Schwartz, special activities, 26,000. Fireworks were paid out of last years budget, When we sign the contract the first of the years will be paid then out of this years budget.

Town Clerk's Report

\$61,000 town clerk, no questions, 30,000 state conveyance payment.

Tax Collector's Report

J. Rodorigo Good first round of collections, received about 8million,6hundred 12 thousand, 53% of our budget.

Liaison Update

Walter Opuszynski has put in for his retirement for 09/22/2017

Finance Manager's Report

Need to make an amendment of the finance manual, signature of the checks.
Change all checks need two physical signatures on the checks.

B.Ploss/T.Pratt; no discussion; all ayes

Hired a grant writer, Tom Sobolinski, \$75.00 a hour 1 year contract. We need a list of cap projects, anything that needs funding, and start finding grants and bring them to Tom so he can start writing them.

Update on Bonded projects

J. Rodorigo Change order pump station?

E.Schwartz had figures on the change order, discussion contiuned on the bonded projects. See report attached.

J. Rodorigo would like to see who signed the change order. For the bonded project he will contact C. Bielik.

Update on capitol non-recurring roads balance-

E. Schwarz, Assistant Fiance clerk: Road bond: 210,000.00 took out what we owe already. 318,000.00 looking at the report see figures.

J. Rodorigo: surplus of that bond we appropriated through all the legal channels to cover the short number.

E. Schwartz: Started with \$500,000 in the non recurring. Spend 100,000 small jobs done, upperHighland most expensive.

And on the West Rd. street reconstruction, hired a engineering Co and begun to pay them, but we haven't gotten a number for the whole project.

J. Rodrigo: Do we know what the whole project?

ERIN: not sure what the amount is, 72,000 comes out of the grant.

Joe: I want to see the contract.

No contract yet.

Any questions, for ERIN.

J. Huk, what is the 5 year cap plans?

E. Schwartz will check with Tom Broesler, Erin said this a good thing to give to the grant writer.

J. Rodorigo, I will send a email and questions to the first selectman as to what is going on with the grants.

First Selectman's Report

- **Proposed Budget Transfer** - Tom Broelser not at meeting.
- **Update on O&G property** - Chris Bielik not at meeting.

- **Update and plan on police coverage** - Chris Bielik not at meeting.
- **Update on HR firm** -New HR company will assist us on hiring new people and assisting with the retirements.
- **Update on Other Issues** - Chris Bielik not at meeting.

Budget Discussion

J. Huk made a motion to see if the BOF meeting should be on Facebook live?

Discussion on the subject.

J. Rodorigo will put it on for New Business Item on next months agenda.

J. Huk has tabled the motion.

Old Business

M. Huk, what was the results on the revaluation of Chartfield Farms?

J. Rodorigo, The report is not done yet.

B.Ploss, would like to see the report.

J. Rodorigo, There will be no reassessments done.

Action Items

- **Election of secretary to BOF. -**

Mr. Joe Dowdell, has resigned, required by state stature to have someone on the BOF other then the chairmen.

Bronn made a motion for Tom Pratt for BOF secretary:

Bronn/Ploss;no discussion; all ayes

New Business

- Discussion and possible action concerning freeze of non-essential spending for all departments. No discussion, will hold over till next meeting.

Comments from the Public:

Mike Krenesky 22 maples ave. Selectman,any and all communications to go to all the selectman's.

Second comment part of the discussion was to make the internet available for this room for the potential to broadcast these meetings.

J. Rodorogio: I always send communications to all three selectman.

Adjournment - 8:10PM

B.Ploss/T.Pratt;no discussion; all ayes

Respectfully submitted,

Joann Smith Overby
Clerk Board of Finance

Attached please find the spreadsheets on the Bonded Projects Fund and Road Work expenses (from our Non-Recurring Capital Project Fund) which were discussed at last night's meeting.

Open items from these Reports:

Bonded Projects

1. \$2.1 Road Bond: We are waiting for an estimate from Nafis & Young on the remaining Engineering for Lower Highland Avenue. We also do not have figures for remaining Police Private Duty. There is over \$91,000 still owed to Cocchiola Paving for Lower Highland.
2. \$700,000 WWTP Bond: As mentioned in the Finance Manager's report, the Kovacs Construction project for the Pump Station upgrades incurred an \$8,500 change order which fully expends the remaining \$16,496 on the \$700,000 bond. The balance of the change order, which is \$4,075 will need to be paid out of the SWWT Fund. The Board of Finance wishes to review the change order and the process for approving change orders.
3. Finally, there is a cash shortage in the bonded projects account which was the result of paying bond/BAN expenses from this fund over the years. As bonded projects close out, this shortfall will need to be addressed.

Road Work

1. As of 6/30/2017, we have expended approximately \$100,000 of the \$500,000 which was set aside for Road Work. An additional \$45,000 will be owed to Cocchiola Paving for the Upper Highland paving project. We are waiting for an estimate from Nafis & Young on the remaining Engineering for Upper Highland Avenue and police private duty expenses, which will also come from this fund, which brings the available funds down to approximately \$350,000.
2. As we begin paying for the Engineering of the West Road project out of the STEAP Grant funds, we will need to review the following for the West Road Project: agreed scope of work, projected total expenditures for the entire project, and the source of funds for expenses which are above the \$500,000 grant.

Bonded Projects Accounting
Through 2016-2017 Fiscal Year-End

\$2.1 Million Road Bond	2015-2016 Expenditures		2016-2017 Expenditures		Total Project Cost to Date	2017-2018 Expected Expenditures	
	Bond Expenses	Bonded Amount	Total Expenses thru 6/30/17	6/30/17 Bond Balance		Projected Bond Balance (Based on current figures)	2017-2018 Expected Expenditures
Burton Road	\$ 9,454.53	\$ 37,370.47	\$ 37,370.47	\$ 46,825.00	\$ 16,259.92	Retainage	
Lower Highland Avenue	\$ 320,261.37	\$ 694,442.45	\$ 694,442.45	\$ 1,014,703.82	\$ 91,235.94	2 Payments to Cocchiola Plus Retainage	
Noe Place	\$ 35,296.01	\$ 449,688.36	\$ 449,688.36	\$ 484,984.37	\$ 235,329.75		
	\$ 218,296.55	\$ 17,033.20	\$ 17,033.20	\$ 235,329.75	\$ 107,495.86		
	\$ 583,308.46	\$ 1,198,534.48	\$ 1,198,534.48	\$ 1,781,842.94	\$ 210,661.20		
Bonded Amount	2,100,000.00	1,781,842.94	1,781,842.94	318,157.06	210,661.20	** This figure does not include remaining Engineering/Police Private Duty.	

Bonded Vehicles	2016-2017 Expenditures		2017-2018 Expected Expenditures	
	Bond/Interest Expenses	Bonded Amount	Total Expenses thru 6/30/17	6/30/17 Bond Balance
Fire Department - Quint	\$ 75,000.00	\$ 375,424.96	\$ 375,424.96	\$ 909,575.04
Ford F550 - Public Works	\$ 98,998.00	\$ 81,497.96	\$ 81,497.96	\$ 14,493.00
Police Ford Explorers	\$ 81,497.96	\$ 119,929.00	\$ 119,929.00	\$ 889,988.00
Tiger Boom Mower	\$ 119,929.00	\$ 375,424.96	\$ 375,424.96	\$ 19,587.04
Bonded Amount	\$1,285,000	\$ 375,424.96	\$ 909,575.04	Projected Bond Balance (Based on current figures)

\$1,000,000 WWTP Bond	2015-2016 Expenditures		2016-2017 Expenditures		2017-2018 Expected Expenditures	
	Bond Expenses	Bonded Amount	Total Expenses thru 6/30/17	6/30/17 Bond Balance	Projected Bond Balance (Based on current figures)	2017-2018 Expected Expenditures
Engineering	\$ 8,278.19	\$ 4,726.76	\$ 4,726.76	\$ 13,004.95	\$ 19,635.00	Dave Prickett - Tasks 7 & 15
Equipment Replacement	\$ 7,240.00	\$ 31,140.00	\$ 31,140.00	\$ 14,350.00	\$ 52,730.00	
Woodard & Curran Plan	\$ 75,300.00	\$ 594,770.44	\$ 594,770.44	\$ 19,044.34	\$ 75,300.00	
	\$ 685,588.63	\$ 54,911.10	\$ 54,911.10	\$ 14,350.00	\$ 754,849.73	\$ 19,635.00
Bonded Amount	\$1,000,000	\$ 754,849.73	\$ 245,150.27	Projected Bond Balance (Based on current figures)	\$225,515.27	

\$700,000 WWTP Bond	2015-2016 Expenditures		2016-2017 Expenditures		2017-2018 Expected Expenditures	
	Bond Expenses	Bonded Amount	Total Expenses thru 6/30/17	6/30/17 Bond Balance	Projected Bond Balance (Based on current figures)	2017-2018 Expected Expenditures
Phosphorus	\$ 88,216.69	\$ 10,983.85	\$ 10,983.85	\$ 5,599.86	\$ 104,800.40	
Engineering/SCADA	\$ 105,650.42	\$ 194,067.62	\$ 194,067.62	\$ 50,299.00	\$ 350,017.04	
Pump Station Upgrades	\$ 193,867.11	\$ 205,051.47	\$ 205,051.47	\$ 228,685.90	\$ 228,685.90	16,496.66 Kovacs Construction
Bonded Amount	\$700,000	\$ 683,503.34	\$ 16,496.66	Projected Bond Balance (Based on current figures)	\$16,496.66	

Balance of Bonded Projects \$ 1,489,379.03

Cash Balance of Bonded Projects Account as of 6/30/17: \$ 1,502,930.14

Due From General Fund \$ 7,951.97

Outstanding Checks applied to 2016-2017 fiscal year: \$ (57,428.43)

Difference in Project Balance and Cash Balance \$ 1,453,453.68

Items highlighted in yellow are committed projects. Expenses will take place 2017-18.

(35,925.35) There is a shortage of cash in the account which needs to be addressed.

\$500,000 ROAD WORK

PROJECTS
Dumshot Road Paving

Description

Upper Highland STEAP Grant -

Balance of Project not covered by GRANT Funds
Engineering, Paving, Police Private Duty

Pent Road Widening

Engineering, Tree Work, Construction
Paving & Curbing, Private Duty

Beacon Street

Pre-Engineering

Beacon Valley Bridge Project

Pre-Engineering

West Road STEAP Grant

Pre-Engineering

Main Street Connectivity

Pre-Engineering

EXPENDITURES for 2015-2016	EXPENDITURES FOR 2016-2017	COMMITTED FUNDS FOR 2017-2018
\$ 6,441.00		
\$ 290.00	\$36,253.99	\$ 45,000.00
\$ 1,171.62	\$26,638.48	
	\$3,081.25	
\$ 8,246.88	\$543.75	
	\$66,517.47	45,000.00
	\$402,542.99	
	\$500,000.00	
	142,457.01	
	\$357,542.99	

BALANCE OF FUNDS AS OF 6/30/2017:

Total Budget
Expended & Committed Funds
Balance of Road Funds

How much do we need to commit for West Road?

Cocchiola Paving
Nafis& Young - Balance of Engineering
Police Private Duty

Est. 1899



Beacon Hose Co. No. 1



35 North Main Street * Beacon Falls, Connecticut 06403

Telephone (203) 729-1470 * Fax (203) 723-2209 * www.beaconhose.com

September 5, 2017

Board of Selectmen
Town of Beacon Falls
10 Maple Avenue
Beacon Falls, CT 06403

Re: Monthly Activity Report – August 2017

Dear Beacon Falls Board of Selectmen,

During the month of August 2017, Beacon Hose Company No. 1 responded to 57 EMS calls (38 Transports, 9 Refusals, 1 Cancelled Enroute, 1 D.O.A., 2 Fire Stand Bys, 1 Death Notification with the C.S.P., 2 Transports by other Agencies and 1 Accidental Medical Alarm Push) with 223:94 Man Hours and 16 fire calls with 80:10 Man Hours.

EMS Priority 1 Response Time: 00:6:25/ EMS Priority 2 Response Time: 00:08:08.

- **Fire Training:** Car Fires, Extrication and Ropes
- **EMS Training:** Concussions and Football Injuries
- **EMS Mutual Aid Given:** 3 Mutual Aid Calls to Naugatuck
- **Fire Police Training:** General Fire Police Procedure Review
- **Junior Corps Training:** Connor Banks, Junior Corps. Member, attended and graduated from the Connecticut State Fire Academy's Introduction to the Fire Service. Matthew DeGeorge and Seth Golembeski, Junior Corps. Members, attended and graduated from the Connecticut State Fire Academy's Advanced Fire Training Class.
- **Department Events:** Participated in the Thomaston Parade
- **Community Events:** Hosted United Day School's Community Thank You Lunch; Welcomed and Appointed Father Mathai Vellappullil, of St. Michael's Church, as Department Chaplain; 1 Smoke Detector and 1 CO Detector Installation; Used Engine 3 to provided water for Water Day at the Summer Recreation Program; Hosted a Statewide Donation Drive for Texas Hurricane Victims including donation delivery and scene assistance in Houston

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Brian DeGeorge".

Brian DeGeorge, Fire Chief

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SEP 06 2017

BY: MM@1335

Town of Beacon Falls

Treasurer's Report

August 31, 2017

Liberty Bank Accounts			
Account Name	Account Number	Interest Rate	Balance
Bonded Projects Checking	*****4185		\$1,458,387.31
DOG FUND	*****3945		\$2,978.14
Expenditures Account	*****8173		\$12.57
General Fund	*****8114		\$8,427,073.58
Capital Non-Recurring	*****5727		\$747,237.45
MELBOURNE TRUST	*****3910		\$3,604.84
OS Preserv Fund	*****2498		\$3,540.01
Public Library	*****8361		\$11,953.13
SPECIAL ACTIVITIES	*****7807		\$26,680.12
SWWT Checking	*****3806		\$1,050,120.11
Town Clerk	*****1211		\$17,571.01
UNBUDGETED GRANTS	*****3937		\$645,537.75
Small Cities Revolving Fund	*****6210		\$10,632.83
Health Reimbursement Acct	*****3893		\$3,658.38
Flag Fund	*****4574		\$2,295.63
Library Project CD	*****4730	0.65%	\$11,076.71
Total Balance			\$12,422,359.57

ION Bank Accounts			
Account Name	Account Number	Interest Rate	Balance
Melbourne Trust CD	*****9603	1%	\$10,335.41
Total Balance			\$10,335.41

Summary of Banks	
	Balance
Liberty Bank	\$12,422,359.57
ION	\$10,335.41
Total	\$12,432,694.98

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SEP 05 2017

Town Monthly Report

Town of Beacon Falls, Leonard C. Greene, Beacon Falls Town Clerk

(Aug 01, 2017 thru Aug 31, 2017)

Town Clerk

4150 COPIES TOWN CLERK	774.50	96		
37 DOG LICENSE - TOWN CLERK	.00	11		
21 DOG TOWN CLERK	10.00	10		
08 HUNT & FISH	4.50	5		
31 MAP COPIES	5.00	1		
33 MAP FILINGS	20.00	2		
23 MARRIAGE LIC CLERK FEE	55.00	5		
05 NOTARY	20.00	2		
13 RECORDING FEES	3,410.00	134		
34 Town Clerk Fee 05-228	90.00	90		
16 TRANSIT PERMITS	12.00	4		
14 VITAL COPIES	435.00	16		
Clerk Fee Total	4,836.00	376		4,836.00

General Fund

22 ANIMAL POP CONTROL	32.00	10		
20 DOG STATE	87.00	18		
05228 LOCIP - PA 05-228	270.00	90		
40 Town Clerk Fee 05-228 MERS	140.00	14		
4125 Town Conveyance Tax	12,210.02	25		
39 TOWN GEN FUND - MERS	604.00	23		
35 Town Historic Preservation	90.00	90		
32 TRANSFER STATION	34.00	17		
Fund Total	13,467.02	287	Ck# _____	18,303.02

Trust & Agency

09 HUNT & FISH	143.00	4		
19 MARRIAGE LICENSE - STATE	95.00	5		
02 State Conveyance Tax	37,330.07	25		
12 STATE FARM PRES PA 09229 (\$26)	3,240.00	180		
11 State Historic Preservation	180.00	90		
Agency Total	40,988.07	304		59,291.09

38 STATE TREASURER - MERS	2,683.00	23		
		23		

Grand Total 61,974.09

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SEP 01 2017

BY: MMH@1130

DATE	CREDIT CARD		2016			2015			2014			2013			PAST YEARS	SEWER/WATER					SEWER TOTAL	WATER TOTAL			
	DEPOSITS	BANK DEPOSITS	TAX	INTEREST	LIEN	TAX	INTEREST	LIEN	TAX	INTEREST	LIEN	TAX	INTEREST	LIEN		TAX	INTEREST	LIEN	MISC.	PRINC.			BD. INT	INT	LIEN
167-802	\$5,550.78		\$5,487.63			\$56.38	\$6.77																		
168-803	\$961.88		\$932.80	\$29.08																					
169-804	\$1,399.39		\$1,040.96	\$31.23																					
170-805	\$233.87					\$193.28	\$40.59																		
171-809	\$2,841.30		\$2,758.55	\$82.75																					
172-811	\$414.75		\$202.24	\$6.07		\$184.32	\$22.12																		
173-814	\$1,843.10		\$1,570.88	\$47.14		\$200.96	\$24.12																		
8/16/17		\$34,331.02	\$34,286.02			\$13.65	\$6.35						\$21.64		2012	\$3.26	\$0.10								
174-815	\$88.99		\$86.40	\$2.59																					
175-816	\$2,051.57		\$1,494.40			\$497.47	\$59.70																		
8/17/17		\$14,308.10	\$12,453.35	\$417.03		\$36.02	\$2.70	\$24.00	\$795.39	\$231.61	\$48.00				2012	\$282.64	\$17.36								
8/18/17		\$11,216.20	\$10,007.27	\$220.73		\$437.73	\$88.41		\$288.30	\$112.43			\$19.89												
8/20/17	\$1,206.00		\$1,170.88	\$35.12																					
8/21/17		\$4,892.86	\$2,116.60	\$63.12		\$216.24	\$78.08	\$24.00	\$357.38	\$123.30	\$24.00	\$347.76	\$182.57	\$24.00	2002	\$47.14	\$120.21	\$6.00					2013		
															2006	\$151.61	\$283.39	\$6.75						2014	
															2011	\$109.79	\$4.94								
															2012	\$341.34	\$240.64	\$24.00							
177-806	\$1,122.15		\$1,088.00	\$34.15																					
178-821	\$134.48		\$130.56	\$3.92																					
179-823	\$572.67					\$473.28	\$99.39																		
180-824	\$333.88		\$324.16	\$9.72																					
8/22/17		\$7,758.41	\$6,718.53	\$199.53		\$655.17	\$69.11		\$83.50	\$32.57															
8/24/17		\$13,006.16	\$10,628.61	\$309.44		\$1,311.11	\$302.03		\$327.32	\$127.65															
8/25/17		\$260.73										\$60.58	\$3.17		2004		\$21.74								
															2010	\$5.24									
															2011	\$106.56	\$1.60								
															2012	\$37.84	\$24.00								
181-825	\$452.93		\$433.16	\$19.77																					
181-826	\$219.74		\$95.68	\$2.87		\$100.16	\$21.03																		
***8/28/17		\$809.93	\$755.52	\$22.66														\$31.75						2016	
8/28/17		\$2,842.49	\$2,498.64	\$74.96											2005		\$95.66								
															2009	\$35.33	\$45.58								
															2010	\$44.89	\$47.43								
8/28/17	\$4,320.87	\$3,496.29	\$153.64			\$303.68	\$63.77		\$223.17	\$81.32															
8/31/17	\$17,528.32	\$8,120.40	\$307.72			\$299.69	\$45.51		\$650.00			\$3,160.82	\$315.18	\$24.00	2012	\$497.37	\$2,022.49	\$24.00							
															2011	\$1,133.64	\$927.50								
8/31/17	\$2,250.54	\$355.57	\$10.43			\$725.78	\$119.76	\$24.00	\$736.80	\$254.20	\$24.00														
183-828	\$684.82	\$313.54	\$9.87			\$224.64	\$47.17		\$64.46	\$25.14															
184-829	\$621.20	\$601.92	\$19.28																						
185-830	\$6,034.04	\$5,635.49	\$169.69			\$200.38	\$28.48																		
186-831	\$4,344.96	\$3,970.33	\$123.72			\$207.36	\$43.55																		
8/31/17	\$0.00	\$911.81													2005		\$34.78								
	\$31,112.50	\$114,437.44	\$118,774.38	\$2,406.23	\$0.00	\$6,337.30	\$1,168.64	\$72.00	\$3,583.37	\$1,010.86	\$96.00	\$3,777.16	\$622.40	\$48.00	2009	\$382.98	\$494.05								
	Sewer/water	\$0.00																							
		\$145,549.94	Total Deposited in Bank for 8/31/17																						
** Bounced ck 600 eff date 7/31/17 (\$161.92)																									
*Refunded IVR PAYMENT \$130.84-8/16/17 -Never put thru QDS -Informaion for Financial Office Only																									
***Repayment of Bounced July-17 Eck. Paid in cash-Subtracted in July/17 in all appropriate columns																									

\$0.00

\$0.00

