

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



BEACON FALLS BOARD OF
FINANCESPECIAL MEETING
February 21, 2019

Minutes

(Subject to Revision)

REVISED

1. **Call to Order/ Pledge of Alliance**

Board Members Present: Marc Bronn, Tom Pratt, Larry Hutvagner, Kyle Brennan, Steven Leeper

Absent: Jim Carroll

Others Present: Erin Schwartz, Finance Department,
First Selectmen Chris Bielik,
Selectmen Mike Krenesky came in at 7:09
Wendy Rodorigo, Joseph Rodorigo,
Representatives from Mahoney Sabol CPAs and Advisors.
Citizens News

Marc Bronn called the meeting to order at 7:00 PM

2. **Election of Officers:**

Marc asked if anyone would like to take over the BOF Chairmen position, **Marc Bronn made a motion to nominated Tom Pratt as Chairmen of the BOF Steven Leeper 2nd it.** *TP: In December I will be retiring from my job and on December 1st I will resign as Chairman of the BOF, all ayes*

Tom Pratt made a motion to elect Marc Bronn as the Vice Chairman of the BOF, Hutvagner 2nd it. No discussion; all ayes

Tom Pratt made a Motion for Steve Leeper to be secretary for the BOF; Kyle Brennan 2nd it; no discussion; All ayes.

3. **Presentation of the Audit:**

The representative from Mahoney Sabol CPA's and Advisors went over the town budget for the year ending 2018. Copies of the audit are available at the Town Hall.

TP: I'm sure we may have some questions once we look them through all the way.
Mike from Mahoney and Sabol: Erin is doing an amazing job.
TP: Erin is a tremendous asset.

4. Public Comment:

Chairman Tom Pratt asked three times if there were any members of the public present to make a comment at this time.

5. Approval of Minutes from the Previous Meeting:

Motion to accept the minutes of the meeting held in January 2019:
Hutvagner/Bronn: no discussion; all ayes.

6. Correspondence/Payment of Bills:

- a. Board of Finance Clerk's Invoice,
Motion to approve and pay the clerk \$67.00 for the invoice as submitted for the
BOF meeting January 08, 2019,Hutvagner/Leeper; no discussion; all ayes.

b. **Other Invoices:** - NONE

c. **Other Correspondence-** NONE

7. Reports:

a. **Ambulance Service Report-**

TP: Point of interest a bill from AMR, we paid two invoices for 2018, catching up on bills that occur, and hopefully we can cut you a check next month. Our revenue is continuing to come in, the billing service has been chasing people and very successful in getting the bills paid.

SL: You're still owed \$97,000.00.

TP: Some are a year to year in a half old, but are still chasing them. They wanted a little more time getting these. And probably next month write it off.

b. **Town Treasurer's Report-**

BOF reviewed the reports, no discussions.

LH: Does the bank still match the State treasure investment fund? Wendy R:
Yes they do.

c. **Town Clerk's Report-**

BOF reviewed the reports, no discussion.

d. **Tax Collector's Report-**

BOF reviewed the reports, TP: I meet with Mary Ann on the back taxes that were owed; she figured we had two or 3 years after that it will dry up, other than your late taxes. CB: there is as a company that buys our past due taxes in bundles and they try and collect the funds. MaryAnn looked at the amount and said there wasn't enough for a company to go after it that way, she comfortable with the process we are using, she has used our attorney, and she is happy with going this route instead of selling off the back taxes.

8. Finance Manager's Report:

a. Report

ES: Everyone got the revenue, in January that region 16 surpluses were only going to be \$11,000.00 and we budget \$125,000.00 and thanks for the interest we are earning it should help us with the shortfall. CB: Tax collector has collected 215,000.00 until the end of Januarys. If she maintains the pace we will have a surplus.

TP: And the region didn't say why a low amount?

ES: Looks like a lot went into Cap and Debt service, committed fund balance is substantial, and the undesignated you see our piece being \$11,000.00.

ES: Highlighted in yellow is concern, Police and now we have to watch refuse; now they are charging us \$65.00 a ton.

CB: It's a direct result of tariff wars, we were getting a per ton refund and now that is gone. The China market has dried up and the industry is scrambling where to go.

LH: Need to look for new vendors.

TP: I see your secretary used 74% of your funds, which is down \$10,914.00?

CB: When Cindy was out in the fall, we needed to bring in temp help.

ER: We had to continue to pay unemployment compensation to the last First Selectman secretary. We also had a substitute for the custodian.

TP: I've seen the elections funds have been used up.

ER: Some are supplies.

LH: I love the color coding for the report.

ES: Program manager is on a leave and getting the paperwork together.

Erin S: continued to discuss the report.

ES: The town truck, we have two international plow trucks 2000 and 2001, Dare Grant through the state almost \$41,000.00 for the purchase of a \$170,000.00 truck. It needs to be built and delivered by July and paid by August 2019. Public works went to three vendors and got prices from Peterbilt, International, and Freightliner, and Freightliner is the only one to meet the timeline. And came in close to the price, they are on the State Contractors list. They can build it, and provide us with some lease options; we would need to take the advanced lease because we need to spend the grant money.

CB: The lease payment \$37,600.00 for 5 years. Capital project for this.

TP: We will take it up under new business.

ER: It's the mechanics truck, and we have the 2001, he would salvage as much as he could and prolong the 2001. And as a town, we should not be buying this a year apart. Beyond that, the fleet is 2013 and that lease was paid off this last year.

9. First Selectman's Report:

a. Finance Manager Replacement

CB: They have a couple of candidates for the position. There is one that can start right away. Marc, you have seen the entire resume? MB: I haven't seen them yet. MB: How many resumes were there? CB: Not sure how many there were, but those that came in have state and municipal experience.

b. Proposed Budget Transfer

CB: Request from Public works, \$2,000.00 from legal notices into the education lines, all the public works have CDL, but a necessary to be class A CDL and send two of them together and there are savings by both going for \$4,900.00. MB: Why would we pay for that? CB: we need them to have it to perform their job. TP: But isn't it their responsibility for them to pay for it them self? SL: Does it help our insurance for them to have this class A. ES: It's so all the drivers can drive all of the vehicles. LH: Don't we pay for like police officer training? CB: Yes we do. MB: This is a license we could pay for this today it's their license they could leave for another job tomorrow and they owe the license. The conversation continued on this matter.

TP: Discussion.

KB: I think the job description needs to be changed, it's not up to us to right that wrong.

Motion to approve the transfer, for \$2,000.00 from Legal Notices line # 10.90.03.1078 into Education. Line # 10.90.03.1495 for \$2,000.00: Hutvagner /Leeper; 4 ayes, 1 opposed Marc Bronn

CB: We have a proposal to have the Wolf Ave oil tank removed. Public works can do it but it's not easy. There is no guarantee that the oil is still good? Superior HVAC for \$800.00 remove the oil and dispose of the tanks, there are two of them there. Maybe Finance can find what line items to use?

ES: We can get it out of the Town Hall miscellaneous repairs.

Motion to take the money out of the line item miscellaneous repairs for \$800.00, Hutvagner/Leeper for the removal of the oil tanks. No discussion All ayes

c. Update on Other Issues- None

10. Old Business:

TP: What's going on with the O&G Property? CB: I was going to try for next week for a public hearing so it may be the following week. And we put it on the agenda. MB: Could we do it in the Town Hall instead of Woodland. CB: Yes I will check with the town clerk.

11. New Business:

TP: I think that we should make a decision that all department need to understand, we cannot do a budget transfer, and they need to find funds in other line items to supplement their expense. Couple examples, we spent \$3,000.00 for the EMS stretchers, Senior Center spent \$600.00 for cabinets. In fairness to the Fire Chief something happen and he wasn't apprised to it, he's corrected that problem. We are going to get into tough times. Everyone needs to stick to their budget. Everyone needs to live within their line items budget, that's what it's all about. We are going to come into tough times and that's what the Board wants to send that message unless there is an emergency, then the BOS would come in.

Motion to tell the Department Heads no more transfer unless we deem it an emergency; Bronn/Brennan; Discussion; KB: nothing out of contingency; CB: 95% we drive the department to something that comes up; their responsibility is to take it out so they stay within their budget. **All ayes.**

TP: Public works if we look what we spend for private engineer service to see hiring an individual in the engineering aspect and has a Class A, maybe it's time to add the 7th person to public works and we spend a lot of money on engineering who would be on salary I think we should look at. CB: I know for a fact we have driven down the engineer line from \$60,000.00 to \$30,000.00 if we roll that \$30,000.00 into a position, and then they would need benefits, I think it would be at least \$110,000.00. TP: I think in today's economics times with having a weekly schedule, by adding the 7th person the town could go to their part-time people. CB: If we are targeting it as a manager position, may need to negotiate with the union. TP: I think it's time to have a look at this. MB: When does the public works contract expire? CB: four years, we just negotiated it. TP: The upgrade for the wastewater, only thing missing is the engineer fees? ES: the digester project is the only one right now, so Dave Cricket is the engineer for the wastewater that amount doesn't include his engineering fees. TP: That is my example when I recall I thought the whole project was going to cost x amount of dollars and then was told the engineering fees weren't including. So we need to get all the fees for the job. I get all the time from people "I want to know what my taxes are going to be and tell me how much an average home would be in taxes". And doing it in an approach like that, they don't want to hear it's in MIL's, everything should have a plan. We have Wolf

Ave there still is no plan. We can't afford to take \$100,000.00 and tear it down. I think our two board need to work together on the packages when we buy them. So moving forward we need to tell them dollar amounts.

Just some of my ideas I have for new approaches.

TP: Give Erin credit for changing some of the insurance in lining it up with the budget.

LH: I think at some point in time the major players need to come in and explain their budget.

CB: We do budget for actuals.

ER: We need our IT guy in here and the Library has a personal proposal she would like you to see, and now the Fire Department for the Fire Marshal.

MB: When will you have the first draft budget?

CB: I would say we could have it by March.

ES: Let's get a couple of them in for March 12th. And I can give them to you by the 8th. We did not take the non-reoccurring out of caps balance. \$423,000.00 is the undesignated fund balance.

ES: These revenue numbers are all mine and I have nothing under BOS or BOF approved because I'm down there by myself.

MB: Do you need more help right now?

ES: I need to clean my office, and I was thankful when the FEMA went away. I don't know what I need anymore. Maybe someone new coming in can just come in and work.

TP: Try and have special budget meetings for March 14th and 28th in the Senior Center. Have the Library come into the normal meeting.

LH: Do the BOS send you an amount?

TP: No we don't do that anymore we work together.

KB: We can use the Fire House 2nd location for a meeting if needed.

TP: We will meet at our regular meeting on March 12, and have the Library Director and EDC Sadie come in.

ES: Who do you want to come in on the 14th?

TP: Police and Public works, HR, on the 14th. And Fire and sewer/wastewater and IT on the 28th.

12. Public Comments:

Shawn Styfco 71 Lasky Rd, Regarding the authorization of the Class A CDL issue, I agree with Marc Bronn, you can do a lot more with a CDL, then an EMT or Fire if you're going to be an EMT, sure you can get your paid certification through NREMT and volunteer for the Town and go work commercial, you will still always be a volunteer because it's a Brotherhood and Sisterhood and a social gathering. With a Class, A CDL say the person does leave the town and go work for UPS with better benefits Because one of the things Mr. Belike always references is how

bad the people of Beacon Falls are paid. So that's all I wanted to say, and thank you.

Mike Krenesky 22 Maple Ave; I am applauding you for approving the CDL license, everywhere I have worked believes that people getting continuing educations and additional licensing was always a positive for the business, yes you may lose somebody, but 90% of those people stay, and I don't think you will have that problem with Public Works.

2nd Comment MK: In regards to the Tax Collector and selling off the bad debt that First Selectmen Bielik talked about, some of this goes back 20 years, we are getting zero from it and problem won't get anything from it, if there is a company willing to pay you 10 cents on the dollar, that's money in your bank account, to say that it's not worth it is incorrect. I would like the BOF to think about that and come back with a recommendation as to what you would like to do, to the BOS and the Tax Collector saying sell this off and make a couple of pennies then we should do it because we are not going to collect it anyway.

13. Executive Session (If needed)

14. Adjournment:Hutvagner/Brennan, no discussion; all ayes. 8:41 P.M.

The next Board of Finance meeting will be held on Tuesday, March 12, 2019, starting at 7:00 P.M.

Respectfully Submitted,

Joann Smith Overby
Clerk, Board of Finance

DRAFT