

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



BEACON FALLS BOARD OF FINANCE
Monthly Meeting
March 20, 2019
Minutes
(Subject to Revision)

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

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

Others Present: Erin Schwartz, Finance Department, Natasha Nua, Finance Manager
Selectmen Chris Bielik, Selectmen Mike Krenesky,

Chairmen Tom Pratt called the meeting to order at 7:04 PM

2. **Public Comment:**

Vincent Masina 141 Cook Ln: Hopefully you will continue the work to look into a community center and Library and to investigate for different things with hopes of expanding our currently Library.

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

Motion to move 4 up to 3 Hutvagner/Brennan: no discussion; all ayes.

3. **HR – Chris McInnis Budget** Gave the board a detail item list for the budget:

TP: Did you find any issues here, any resistance? We have seen a lot of positive coming out of it.

CM: Just budget issues, we don't have the resource in the budget to complete some projects. I think the town has been engaging I feel it's an accurate proposal I've handed in. And the employee handbook is still being worked on and hoping to have it done by quarter 3 or 4.

TP: asked if there were any questions from the board.

LH: I work for the Town of Middlebury and Chris McInnis does some HR for that town, and we have the same issues he's stating here.

CB: Noted there is no employee resistance, and everyone has embraced their services. Great help with the hiring process.

TP: budget wise, after four years do you think monetary wise it will say even flow once everything is established?

CM: Yes I believe it should. We are working on the Managers do the assessments and keep the things in place and it should stay even going forward.

4. **Library – Sue Dowdell budget –**

Sue Dowdell mentions a transfer she is working on. Budget version two is pretty much the status quo. Sue talked about her budget and different line items. Budget one is my Wish list increasing hours and would like an additional part-timer.

TP: you do a tremendous job with your budget and the staff and the small space you have.

Sue D: noted she would like to keep the building committee on the Capital plan, I do understand it won't be don't within the next two years, but we need a plan and if it's gone then we are not going forward.

TP: I understand and I would be in support of that move.

5. **Approval of Minutes from the Previous Meeting:**

Motion to accept the minutes of the meeting held in February 21, 2019, Hutvagner/Brenna; no discussion; all ayes and the Budget workshop in March 14, 2019 minutes: TP: Correction needs to be made on Page 2, The clerk wrote the 550 were the workhorse truck and they are not they are (2) 550 trucks smaller trucks, they can't be used for bigger storms to clear the way. Hutvagner/Brennan: all ayes.

6. **Correspondence/Payment of Bills:**

a. Board of Finance Clerk's Invoice

Motion to approve and pay the clerk for the invoice as submitted for the BOF meeting February 12, 2019, \$75.00 and for the BOF Budget workshop meeting on March 14, 2019, \$67.00; Leeper/Brennan; no discussion; all ayes.

b. **Other Invoices:** - NONE

c. **Other Correspondence-** TP: Tom received a corresponds from an Energy Efficient Lighting company which he handed to Chris Bielik.

7. **Reports:**

a. **Ambulance Service Report-**

Pratt; EMS report, Gave a check to the BOS in the amount of \$ 7,926.08, and BHC#1 in the amount of \$1,981.52.

There are some VA hospital charges and resident transportation charges, each one about \$10,000.00 on the books and we are attempting to get paid by the VA.

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

BOF reviewed the reports, no discussions.

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

BOF reviewed the reports, no discussion.

ES: noted that today his deposit was over \$74,000.00 because the Beacon Mill sold.

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

BOF reviewed the reports,

LH: Do we ever get a delinquent report or anything that is out 180 days and what is she doing about it? TP: Normally she comes in twice a year and explains things. CB: She usually comes up with a suspense list. LH: I would like to know how many over 180 days are. SL: Or in percentages, she can come up with. NN: I know she is on the tuff accounts right now, and the difficulty she is getting from the mortgage company. TP: I can only talk about past history, she is not afraid to call people or call the sheriff. It would be nice to incorporate it into the report. ES: She does a delinquent report for the auditors so we can have her do it more often LH: Only quarterly would be nice.

8. **Finance Manager's Report:**

a. **Report**

NN: noted that she and Erin are almost done with expenditures and revenue sides of the budget. Trying to close out the FEMA grant process. Renewing our SAM registration so we can apply for federal grants. We will try and go for any kind of funding. Still learning and working hard and will have more for next month. LH: The state through FEMA gives a grant, Emergency Manager Planning grant and the town is eligible for a \$10,000.00. But the town puts in \$5,000.00 and FEMA puts in \$5,000.00 so we need to budget the \$5,000.00. It's due from October 1st to October 1st and it takes 6 months to be approved. It's through the Region 5 Coordinator.

NN: wants to see how the board of Finance feels about spending the \$12,000.00 on the street scan. TP: Under new business, we will bring it up.

CB: because it's a special meeting you can't add it to the agenda. But she can talk about it now.

NN: Talked about the street scan, it will be about \$12,000.00 for the Town of Beacon Falls to accomplish the study and it goes by how many miles of road we have which is approximately 34 miles. A street van is coming out next week to do Westport, we could piggy pack on that van, and otherwise, it would be later. They look at cracks, potholes, deterioration on the side; get calculated into a volume annalist, priority rating as to which roads need to be done. Robs road order list more of his interpretation, but he's also an advocate for the study to be done. I think it's the only way to give the town which roads need it done. The camera study we were able to get it done on 360 feet on Skokorate, you get a video disk and you can see the pipes, the road analyses gives you a profession idea. TP: Funding needs to be discussed with the BOS. MK: Do we have the money in the current year budget for the \$12,000.00 to do it right away? ES: There is money in public works line budget. CB: We would just be expending it from the line item. TP: it can be done without a special meeting. LH: I agree it needs to be done from a professional person. CB: It's based on hard data and measured metrics. ES: it's a report we can put it on the website so the town people can see it. NN: The list we provide is the worst case scenario. TP: Noted we are not the only town having issues with roads, this week there was a report of different towns and their dollar amounts they are spending. This all happened this week. LH: 4 million, in 2016 for Middlebury for road re-surfing.

9. **First Selectman's Report:**

a. **Finance Manager Replacement not** needed.

b. **Proposed Budget Transfer**

CB: They need new Police uniforms for the new part-time officers.

Motion to approve the transfer, for \$2,000.00 from Police Dept. Supplies line # 10.90.85.1220 into Police Uniforms in the amount of \$2,000.00. Line # 10.90.53.1595; Leeper/Brennan; no discussion; all ayes

Motion to approve the transfer, for \$4,000.00 from Electricity line #10.90.44.1121 into Vehicle Fuel for the amount of \$4,000.00 line item #10.90.44.1470; Hutvagner/Brennan: no discussion; All ayes.

NN: Might be able to find lower fuel. Just on the gasoline. LH: My suggestion is to start looking into prices. When the price goes up I get nervous, but when you push it for 15 months the price will go higher but will stay steady.

c. **Update on Other Issues-**

CB: Please keep Fred Stanek our Municipal Attorney in your thoughts, his wife Karen Stanek passed away last week very suddenly. We sent a remembrance in and a number of people in town attended.

TP: Are there any benefits we can get and use from the NVG?

CB: NVG has resources and you can ask the resource staff anything. TP: Any engineering services at all? CB: I will look into it.

d. **Old Business:** Motion to vote and approve on the Town audit; Hutvagner/Leeper; no discussion; all ayes.

10. **New Business:**

a. Community Center/Media Committee –Discussion possible action

MK: The primary reason to be put on the agenda was to talk about the budget, the committee ask has \$60,000.00 into the budget because there was a question is the community really interest it in, So I'm asking to put \$25,000.00- \$40,000.00 into this current budget. I agree it needs to be on the 10-year plan. Any meetings you have will be stale by the time it comes time to move forward, so the committee can stay. TP: I understand and I agree with you. I wish there was a way to get a non-bias vote in. MK: Request instead of putting into a dollar amount, to put it into a year to year fund. Not just this one project should be used for other projects also. CB: We do it with open space; it's something for seed money. And it will come in handy we will use it to clear Lantern Ridge from the tornado. The town used to have a vehicle replacement fund, which got viewed as a target and the money, was swept away into the general fund. People have voiced their displeasure for having that kind of fund, and I agree it should have a lock box so it can't be changed in future years. LH: We do it for many things in the Town of Middletown. TP: I think in the workshop we can try to come up with something and explain to the taxpayers this is longevity. Also how to finance the old building being taken down on Wolf Ave. KB: What kind of thing are you looking for in the budget line item? MK: You need to have drawings so you can bring it to the public. So I think for about \$4,000.00 we can go to that next level. ES; Paul Baily did a drawing? SD: He did how to preserve the building. It's a community media center if it's going to be a media or a Library; it was just for a library piece. We were moving forward but have been stopped at this time. There is \$11,000.00 in a money market account when Gerry Smith was First Selectmen to do a drawing. KB: Can this be put on a ballot during an election? CB: We were told not to do it, but have it as its own vote. SD: what is the status with burning it down? TP: I'm not sure if it could be done; due to the power lines in my opinion.

MK: Salvage works came back with an estimate of \$3,000.00 to come in and take things out of the house. I also had Joe Rodorigo go in and look at it, there may be some scrap value with the copper piping and the radiators. KB: Cal said the only issues are the asbestos and lead, not with the power lines. SD: What constitutes for support? What are you looking for, the least expensive way to get a well-rounded vote? SD: What percentage of the population do we need to know? NN: about 20% is a good number to go with. TP: I feel we need to get through with this budget; they want to hear the dollar amounts that will impact them not mils. They want the dollar amount. ES: Mike do you want this on the Cap list or the operating budget? MK: This would be cap project? ES: All capital projects automatically roll over.

11. **Public Comments:**

Sue Dowdell, 32 Wolf Ave; The road when you do the survey will you evaluate the pipes?

TP: I think yes that should go into part of the scheme.

Mike Krenesky, 22 Maple Ave; Natasha, did you say when the scan gets done will the width of the road be measured?

NN: Let me clarify that with the vendor. It just says the current conditions. So we should have a good sense of what a traditional road should be.

LH: Now that we had all the departments do their budgets do we get a list and put in certain plans and then put in what we think it is? Also, do we get the entire cap and put that into totality do we get all of those in a report? TP: Yes we will get all of those reports. We will give the department heads the opportunity to cut their budget if need be. LH: Do we get the budget on what it was voted for or with the transfers? ES: You get both with the different columns.

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

12. **Executive Session** (If needed)

13. **Adjournment: Brennan Leeper, no discussion; all ayes. 8:37 P.M.**

The next Board of Finance meeting will be held on Tuesday, April 09, 2019 starting at 7:00 P.M.

Respectfully Submitted,

Joann Smith Overby
Clerk, Board of Finance

DRAFT