



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Finance
Regular Meeting Minutes
December 5, 2018 @ 7 PM
Town Hall, Room 1**

RECEIVED
COLCHESTER, CT
2018 DEC -7 AM 9:44

Members Present: R. Tarlov, R. Lepore, M. Egan, A. Migliaccio and A. Bisbikos

Members Absent: N. Negron

Others Present: First Selectman A. Shilosky, BOS: R. Coyle, BOE: Chairman B. Bernier, M. Bylone, Town Clerk G. Furman, Tax Collector M. Wyatt, CFO M. Cosgrove, Clerk J. Campbell and several Bacon Students

1. **CALL TO ORDER** – R. Tarlov called the meeting to order at 7:00 pm.
2. **ADDITIONS TO THE AGENDA** – R. Tarlov would like to amend 9B to December & January Meetings. A. Migliaccio MOTION to amend the agenda, SECONDED by M. Egan. All members present voted in favor. MOTION CARRIED 5/0/0
3. **APPROVAL OF MINUTES: November 7, Regular Meeting** – A. Migliaccio suggested a spelling correction for Dunkin Donuts on item 7B. A. Migliaccio MOTIONED to approve the November 7th meeting minutes with the correction, SECONDED by M. Egan. All members present voted in favor. MOTION CARRIED. 5/0/0
4. **CITIZENS COMMENTS** - None
5. **CORRESPONDENCE** - None
6. **DEPARTMENT REPORTS**
 - a. **Tax Collector 12-05-2018 Audio Regular Meeting** – The office is working on supplemental bills. They will be going out the middle of this month with a due date of February 1st. The 2nd installment of the Real Estate Bill was sent out previously. There will not be an additional mailing. Current collection rate is 57.37%. 861 MV Delinquent statements and 119 Real Estate statements went out on November 5th.
 - i. **Monthly Summary Report draft** – Board members and M. Wyatt discussed the use of a newly created form. M. Wyatt will review and update the form to suit her reports. This form will take the place of the spreadsheets currently used.
 - b. **Finance** – M. Cosgrove reported the comparison to last year is still askew because of the MV bill going out late last year and the hold off of the ECS funding. Expenditure side, Police department, has some services that were discussed about. Ground Maintenance OT as well as some professional services is due to some tree work that needed to be done.
7. **FIRST SELECTMAN**
 - a. **Transfer requests** - None
 - b. **First Selectman's report** - \$4300 was accrued with the 57fest in State Trooper overtime. He also accrued overtime when the assistant left, working on the break-ins and road races. T. Quinn is working on reimbursement from the Ghost Run. His OT was \$8,000 with fringe benefits at 110%.

Sgt. Martinez will be retiring as of April 1st with vacation starting March 12th. R. Tarlov asked if the new route for the resolution run will trigger State Police coverage. A. Shilosky will check with Val to see if this is the condition with the permit they had to pull. The police department will be receiving a Grant for DUI coverage. Currently 4 candidates are in the running for the Resident State Trooper. Sgt. Martinez has made one recommendation and the placement is up to Troop K. With the retirement of Officer Suchecki the resource office is open and Shannon has been recommended. The department will work start working on training. Senior Center furnace was replaced. Library renewed for another 4 year contract which needs to be signed. A. Shilosky will be recommending to the BOS to plant a tree on the Green on dedication to former Town Clerk Patricia Legrega. Police Commission chairman choose not to renew her term. Vice Chair will be recommending to dissolve the commission. Vehicles are in. The Police, Ambulance and Senior Van. The IT department switches are being done tonight. Firewalls will be added within a week. The Town webpage will be ready 2/1. Welcome to Colchester sign will be going in on Lake Hayward and exit 17 will be replaced.

8. OLD BUSINESS –

- a. **Paramedic Program – update** – As a result of a letter sent to the Town, A. Shilosky and R. Tarlov met with American Ambulance. They presented 3 different programs allowing the paramedic to be housed within Colchester. American Ambulance currently services several towns with a program like this. If this is an option the Town chooses, it would need to go out to bid as it would fall within the contract policy. American is asking for our ALS & BLS numbers for the past couple years, as well as a breakdown as to the payers (private insurance, Medicare, Medicaid, etc.) One option is very close to out optimal option (American Ambulance would provide a paramedic, an EMT (24/7) that would report to work in Colchester as well as the equipment necessary for outfitting our two ambulances and a non-transport vehicle (SUV) A bonus to this method would be that we would not have to train any personnel or incur upfront costs. A. Shilosky will get the information requested.
- b. **Opengov.com – update** – R. Tarlov spoke with Opengov on Monday and Tuesday about the Town’s concern with access to data that Munis said would include personal information. Open.gov says that the town controls the access and that they will call Maggie and Art and clear this up. R. Tarlov reported that Opengov said a MUNIS “license” is still needed, however the board was told in past meetings that the Town had acquired all that was needed from Munis. A. Shilosky will meet with our IT to determine the next steps, but said once the PIA issue is cleared up, that everything is ready to go.

9. NEW BUSINESS

a. 2019-2020 Budget

- i. **Budget Calendar** – 4 options were presented by R. Tarlov. M. Cosgrove stated that 2/3rd of the Education Revenue is from the State. Teachers’ Pension and ECS Money is still undecided what the State will be doing with these programs. A. Shilosky stated that the Town simply cannot recoup from another \$1.7 reduction in revenue. Board members are in agreement to wait a longer time to give the State more time to get their budget together, allowing the Town time to react. B. Bernier stated that the Superintendent was very much in favor of the 1st schedule option. Board members agreed to proceed with Orange option #3 as a budget schedule.
- b. **December & January Meetings** – R. Tarlov felt that there are no pressing matters at this time and the 2nd December meeting is not needed at this time. Board members agreed. R. Tarlov also suggested making January one meeting on the 2nd week instead of 2 meetings. A. Bisbikos MOTIONED to, amend the 2019 calendar approved at the last meeting and have just one meeting in January on the 2nd Wednesday (no meeting on the 1st and 4rd Wednesday) SECONDED by M. Egan. All members present voted in favor. MOTION CARRIED. 5/0/0

10. **LIAISONS’ REPORTS** – M. Egan stated that the COA was cancelled for a furnace repair. A. Migliaccio stated that the Police Commission was already reported on. BOE presented their Long Term Tech Plan.

The goal is to bring the schools current and stay current also while updating security. The Tech Plan is very much like the vehicle plan the Town has had in place. R. Tarlov reported on YSS. Community form was held after regular meeting tonight. They are getting ready for the resolution run to be held on 1/1/2019. This is the first year participants will receive a t-shirt. They are working on creating a Kids Wellness Fair. The office received a grant to produce a survey for substance abuse and suicide prevention. A. Bisbikos reported that the Parks & Recreation Commission is struggling to find donations for the 57Fest. T. Quinn wanted to have a survey questions generated on how the Town's people would like to continue with the 57Fest.

11. CITIZENS COMMENTS – R. Coyle asked for a joint board meeting for the Paramedic Program going forward. B. Bernier asked that the board wait to publish the budget calendar so that he has time to return to his members and prepare for the changes.

12. ADJOURNMENT A. Migliaccio motioned to adjourn the meeting at 9:32 PM, SECONDED by R. Lepore. All members present voted in favor. MOTION CARRIED.

Respectfully Submitted,

Joanie Campbell, clerk

Attachments:

Tax Collector Report Draft

October Finance Department Report

November Tax Collector Report

2019 Budget Calendar (4 Options)