

BOARD OF FINANCE – REGULAR MEETING
TOWN HALL – 127 NORWICH AVENUE
Suite 201
JANUARY 2, 2008

MEMBERS PRESENT: Vice Chairman Ronald Goldstein, Ronald Crabb, John Ringo, Michael Ryan, Brian Smith.

MEMBERS ABSENT: Chairman Bruce Hayn.

OTHERS PRESENT: First Selectman Linda Hodge, Treasurer Jon Sandberg, Chief Financial Officer Maggie Cosgrove.

1. CALL TO ORDER.

Vice Chairman Goldstein called this Regular Meeting to order at 7:03 p.m.

2. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING.

2.1 December 5, 2007 Regular Meeting

2.2 December 19, 2007 – cancelled.

Motion by: B. Smith

to approve the minutes of the December 5, 2007, Regular Meeting, as read.

Second by: R. Crabb.

Vote: Unanimous.

3. DEPARTMENT REPORTS.

3.1 Finance Department.

M. Cosgrove will have reports through December 31, 2007 at the next meeting, scheduled for the January 16, 2008 meeting.

4. CITIZENS COMMENTS.

None received.

5. ADDITIONS TO THE AGENDA.

None at this time.

6. FIRST SELECTMAN'S REPORT.

6.1 Selectmen's Agenda

6.1.1 Transfer Requests.

No requests were presented.

6.1.2 First Selectman's Update.

First Selectman Hodge noted that the January tax bills have been mailed. The personal property taxes and motor vehicles taxes are still being worked on and should be ready by the end of January with the real estate refund amounts being completed by the end of February.

The proposed Town Ordinance to not refund less than a \$5.00 amount and to not bill less than a

\$5.00 amount passed in December. The Tax Collector is working on a Delinquent tax list.

The budget process has begun and will be a new process this year beginning with a three hour meeting with department heads this Friday, January 4, 2008. Munis training is being planned, and the new Executive Assistant to the First Selectman starts on Friday.

The website has been redesigned and will be up and running by March 1, 2008 and will be capable of showing video of the budget presentations.

7. CORRESPONDENCE.

No correspondence received.

8. LIAISON REPORTS.

J. Ringo stated he has met with Town Clerk Nancy Bray to review the computer situation in her office. At this time, the refurbished computers are adequate.

Senior Center Director Cathy Russi has requested a new door at the Senior Center. L. Hodge feels the door is adequate and will not be replaced.

Motion by: M. Ryan

to support the decision of the First Selectman that the Senior Center door is adequate.

Second by: B. Smith.

Vote: Unanimous.

R. Goldstein said School Superintendent Karen Loiselle wanted to make the Board of Finance aware that the State Legislature has passed a new law forcing towns to pay tuition for magnet schools and this will now result in a new line item in the school budget. It will also impact the Education Cost Sharing (ECS) pupil count for the grant money.

L. Hodge noted that the new Zoning Enforcement Officer will begin working next Monday.

9. OLD BUSINESS.

9.1 January Tax Bill Discussion and Possible Action.

As the First Selectman stated, the tax bills have been sent out. No action was needed.

9.2 Bid Process Proposal.

B. Smith has begun work on the proposal. R. Goldstein said the Board of Education (BOE) has discussed reviewing their bid process and suggested a joint committee with the BOE and Board of Selectmen (BOS).

B. Smith and M. Ryan will be the BOF representatives for the new working group to develop a Purchasing policy along with two BOS members and two BOE members.

10. NEW BUSINESS.

Vice Chairman Goldstein said the Board of Education has decided to go out to bid for the transportation contract to hopefully realize some savings. The BOE is requesting \$6,850 to hire a person who specializes in developing the bid specifications and facilitating the bid process. The BOE is requesting the money to be paid out of the contingency fund.

Motion by: B. Smith

to take the \$6,850 out of the contingency fund for the BOE to pay for the consultant with the statement that BOF expects a turnback of the funds to General Fund at the end of the year.

Second by: R. Crabb.

Vote: Unanimous.

Board of Finance
January 2, 2008

Vice Chairman Goldstein reviewed the Liaison appointments with Board members. The following is the Board of Finance Liaisons and their respective departments:

Bruce Hayn – Fire Department, Tax Assessor

Ronald Goldstein – Board of Education

Ronald Crabb – Public Works including Town Engineer, Library

Michael Ryan – Parks and Recreation, Senior Center, Planning and Code Administration

John Ringo – Town Clerk, Police, Youth Services

Brian Smith – Tax Collector, School Building Committees

11. ADJOURNMENT.

Motion by: J. Ringo
to adjourn the meeting.

Second by: M. Ryan.

Vote: Unanimous.

Vice Chairman Goldstein adjourned the meeting at 8:25 p.m.

Respectfully submitted,

Mary Jane Slade
Clerk