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NANCY A. BRAY  
TOWN CLERK  
*Maggie Cosgrove*

BOARD OF FINANCE – REGULAR MEETING  
TOWN HALL – 127 NORWICH AVENUE  
Suite 201  
OCTOBER 15, 2008

**MEMBERS PRESENT:** Chairman Bruce Hayn, Ronald Goldstein, John Ringo, Brian Smith

**MEMBERS ABSENT:** Ronald Crabb, Michael Ryan.

**OTHERS PRESENT:** First Selectman Linda Hodge, Selectmen Stan Soby, Greg Cordova, Chief Financial Officer Maggie Cosgrove, Tax Collector Trisha Coblentz, Fire Chief Walter Cox, Fire fighter Robert Esteve, several students from Civics class.

**1. CALL TO ORDER.**

Chairman Hayn called this meeting to order at 7:04 p.m.

**2. MINUTES OF PREVIOUS MEETING.**

2.1 September 17, 2008 Regular Meeting

**Motion by:** B. Smith

to approve the September 17, 2008 Regular Meeting minutes as read.

**Second by:** J. Ringo.

**Vote:** Abstained: J. Ringo (absent from meeting).

In favor: All others. APPROVED.

**3. DEPARTMENT REPORTS.**

3.1 Tax Collector.

T. Coblentz presented the Board with a Delinquent Tax Report noting delinquent taxes collected through October 15, 2008. Also, presented was a report on Tax Collection through September 30, 2008.

3.2 Finance Department.

M. Cosgrove prepared Expenditure and Revenue Reports through September 30, 2008 for review. M. Cosgrove pointed out that the snow removal budget has been over-expended in the past but not the total Town budget. M. Cosgrove noted the significant decreases in the prices of heating oil and gasoline since July, the electrical consortium contract and two union contracts that have not been settled, and much of the services provided by the Town are dependent on events occurring beyond the Town's control or are seasonal in nature. The implementation of the purchase requisition entry system serves as a budgetary management tool along with monitoring expenditure reports by the CFO, First Selectman, Department Heads and the BOF.

A comparison was done by M. Cosgrove between the first quarter revenues in FY 2008-2009 and FY 2007-2008 specifically noting that revenues were approximately \$85,000 higher this fiscal year. Since the use of fund balance was reduced by \$80,000, this actually represents an approximate \$165,000 increase in all other revenue sources. There has been an increase in the current year tax collection rate but there are concerns regarding the reduction in interest earnings. Other revenue accounts discussed were ambulance

fees, building fees, road inspection fees and school construction grants, noting the current year status compared to the prior year and relating it to anticipated changes that were incorporated into the budget. It was also noted by M. Cosgrove that various revenue accounts impacted by the economic downturn known at the time of budget preparation were budgeted accordingly by reducing those revenue estimates.

M. Cosgrove stated she would continue to prepare and review revenue comparisons between this year and last year on a cumulative monthly basis, and would continue to monitor an State actions concerning grant payment to municipalities.

**4. CITIZENS COMMENTS.**

None received.

**5. ADDITIONS TO THE AGENDA.**

**Motion by:** R. Goldstein  
to add BOE Track Update to the agenda.

**Second by:** B. Smith.

**Vote:** Unanimous.

5.1. Track Update.

At the Board of Education meeting last night a design consultant was chosen for the track. Connecticut Interlocal Risk Management Agency (CIRMA) representatives examined the track and stated that it may be used for limited practice and physical education classes as long as the unsafe areas are blocked off. Scheduled track meets will be held at the facility of the team Bacon is scheduled to play. RHAM has been contacted for possible use of their track for regular practice.

**6. FIRST SELECTMAN'S REPORT.**

6.1 Selectmen's Agenda

6.1.1 Transfer Requests.

No transfers were presented this evening.

6.1.2 First Selectman's Update.

6.1.2.a Proposal to Revise Municipal Ordinance Regarding Colchester Hayward Fire Company Tax Exemption.

The current wording is "One point will be issued to each CHVFD member each time that CHVFD member responds to a 911 emergency call."

The proposed wording is "One point will issued to each CHVFD member each time a CHVFD member responds to a 911 emergency call or receives a shift point for being on call."

This new change is to recognize those personnel who dedicated six hours of personal time to be available but did not have a call during his/her shift. The original intent of the ordinance was to attract and retain active and qualified volunteers. There is a significant increase in ambulance calls and this will encourage on call signup.

**Motion by:** R. Goldstein

to approve the proposal as presented to revise the ordinance regarding CHFC tax exemption.

**Second by:** B. Smith.

**Vote:** Unanimous.

6.1.2.b Funding for Updated Architectural Drawings for Old Fire House Restoration.

The original architect has agreed to update the drawings for the grant for an additional \$3,400.

**Motion by:** R. Goldstein

to approve the \$3,400 for updated drawings to apply for the grant.

**Second by:** J. Ringo.

**Vote:** Unanimous.

First Selectman Hodge noted that Tom Hennick from Freedom of Information (FOI) spoke to Town employees last week on new changes to the FOI laws.

A representative from CIRMA is being scheduled to speak to Department Heads regarding claims.

TVCCA is providing part-time people to help with an anticipated increase in energy assistance applications due to monies being made available from the State.

A solution is being sought to handle a pest situation at the Senior Center.

**7. CORRESPONDENCE.**

No correspondence was received.

**8. LIAISON REPORTS.**

R. Goldstein noted that the Board of Education met last evening and had a discussion on budgetary priorities. Enrollment is stable, some staffing requests were brought forward to better train teachers, this was a preliminary discussion on the proposed budget items.

**9. OLD BUSINESS.**

None.

**10. NEW BUSINESS.**

No new business this evening.

**11. ADJOURNMENT.**

**Motion by:** J. Ringo  
to adjourn this Regular Meeting.

**Second by:** B. Smith.

**Vote:** Unanimous.

Chairman Hayn adjourned this meeting at 7:49 p.m.

Respectfully submitted,

Mary Jane Slade  
Clerk