



BOARD OF FINANCE – REGULAR MEETING
TOWN HALL – 127 NORWICH AVENUE
Suite 201
MAY 20, 2008

Board of Finance

NANCY A. BRAY
TOWN CLERK

RECEIVED
COLCHESTER, CT
008 MAY 22 PM 4:18

MEMBERS PRESENT: Chairman Bruce Hayn, Ronald Goldstein, Ronald Crabb. Michael Ryan.

MEMBERS ABSENT: Brian Smith, John Ringo.

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

1. CALL TO ORDER.

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

2. MINUTES OF PREVIOUS MEETING.

2.1 May 7, 2008 Regular Meeting

Motion by: R. Crabb

to approve the minutes of the May 7, 2008 as read.

Second by: R. Goldstein.

Vote: Abstaining: M. Ryan (absent from meeting).

Opposed: No one.

In favor: All others present. Approved.

3. DEPARTMENT REPORTS.

3.1 Finance Department.

M. Cosgrove presented the Board with written Expenditure and Revenue Reports through April 30, 2008.

3.2 Tax Collector.

T. Coblentz submitted Cash Flow, Delinquent and Refund Reports as of April 30, 2008.

Collections are being pursued with the new employee. A suspense list, taxes that have been Deemed uncollectable, will be prepared for next month.

4. CITIZENS COMMENTS.

No citizens present.

5. ADDITIONS TO THE AGENDA.

Motion by: R. Goldstein

to add 'Set Mil Rate' to the agenda.

Second by: R. Crabb.

Vote: Unanimous to add to the agenda.

6. FIRST SELECTMAN'S REPORT.

6.1 Selectmen's Agenda - Transfer Requests.

At the May 15, 2008 Board of Selectmen's meeting the following transfers were approved:

The Town Clerk requests the following transfers:

FROM: Account #11501-42233 Copier \$ 400

TO: Account #11501-46224 Equipment 400

The automatic volume and pager needed a new print wheel because the volumes only went to 999. In order to progress to volume 1000, a new slot had to be created. The Town Seal has been sent for repair as the impression is no longer distinguishable. The die will be removed and placed in new housing. Funds are available as extra copies are down in volume.

FROM: Account #11501-43258 Dues and Subscriptions 50
TO: Account #11501-43213 Travel, Training & Mtgs 50

The Assistant Town Clerk has signed up for school, towards certification. Cost increase, account balance is down to \$121.00 Funds are available after all dues paid this year.

The Health Department requests the following transfer:

FROM: Account #14201-42340 Other Purchase Supplies 500
TO: Account #14201-43258 Dues & Subscriptions 500

An unanticipated invoice for \$500 to cover the membership fee to the New London County Health Collaborative caused a need for a transfer. Funds are available as no larvacide is planned to be purchased this year.

Motion by: R. Goldstein
to approve the transfer as requested for the First Selectman, Town Clark and Health Department as stated above.

Second by: M. Ryan.

Vote: Unanimous.

The Police Department requests the following transfer:

FROM: Account #12101-40101 Regular Payroll 10,000
TO: Account #12101-46390 Vehicle Maint 10,000

The transfer is requested to rewire and standardize police car consoles for vehicles #5, 6, 7 and 8. Funds are available due to vacant officer positions.

Motion by: R. Goldstein
to approve the requested \$10,000 transfer for the Police Department for rewiring the consoles.

Second by: M. Ryan.

Vote: Unanimous.

The First Selectman requests the following transfer:

FROM: Account #11201-40102 Other Reg & Part-time 1,350
TO: Account #11201-43258 Dues & Subscriptions 1,350

Funds are available due to a vacant position for the majority of the year (Selectman's Executive Assistant). This transfer will be combined with remaining funds in the Dues a& Subscriptions budget for the current year due to lower membership fees for other organizations. The Fiscal 2008-2009 Budget includes an amount of \$3,500 fro the Partnership.

Motion by: R. Crabb
to approve the First Selectman's request to transfer \$1,350 for the membership fee as requested.

Second by: M. Ryan.

Vote: Unanimous.

6.2 First Selectman's Update.

Selectman Hodge presented a bid waiver request that has been approved by the Board of Selectmen. The Town advertised a request for bids for construction of 550 linear feet of concrete sidewalk on Broadway from Park Avenue to Old Hebron Road. A mandatory pre-bid conference was held but no one attended, therefore, no bids could be accepted. The Town has readvertised without the mandatory pre-bid conference. Mark Decker is concerned that there may not be a qualifying bid so has requested a conditional bid waiver authorization to avoid further delay.

Motion by: R. Goldstein
to approve the sidewalk bid waiver request.

Second by: R. Crabb.

Vote: Unanimous.

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Selectman Hodge prepared a list for BOF members of citizen comments/suggestions received at the referendum.

The Registrars of Voters have expressed concern regarding the voting at Company #2 – Westchester. The parking is a problem and the Registrars met with the fire personnel to request extending the parking area. The Company agreed to extend the parking if the entire lot was repaved at a cost estimated to be \$30,000. Lighting is also a problem. At this time, this does not seem feasible.

The Board of Selectmen have approved joining the energy consortium, approved fundraising for the Police Department with parameters; Jack Faski has been approved for the Colchester Tax Incentive Program (C-TIP) and software is being prepared to shut down the computers at night for energy savings.

Several computers failed this week and there are no replacements, the Library server has been refurbished several time with used parts and is becoming a real concern.

The draft of the Annual Report is ready. First Selectman Hodge would like to begin the report process in July rather than December.

The HVAC system is failing again; in July office supply orders will be done under the State contract for savings; contract negotiations are ongoing

7. CORRESPONDENCE.

No correspondence was received.

8. LIAISON REPORTS.

No reports.

9. OLD BUSINESS.

No old business.

10. NEW BUSINESS.

10.1 Appointment of Auditor

Motion by: R. Goldstein

to appoint McGladdrey and Pullen as auditors for a three year contract at \$43,800.

Second by: R. Crabb.

Vote: Unanimous.

10.2 Set Mil Rate

Motion by: R. Goldstein

to set the mil rate at 23.01 for the 2008-2009 fiscal year.

Second by: M. Ryan.

Vote: Unanimous.

11. ADJOURNMENT.

Motion by: R. Crabb

to adjourn the meeting.

Second by: M. Ryan.

Vote: Unanimous.

Chairman Hayn adjourned this meeting at 7:55 p.m.

Respectfully submitted,

Mary Jane Slade
Clerk