



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Finance Meeting Minutes  
Wednesday, September 3, 2014  
Town Hall Meeting Room 1 – 7:00 p.m.

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NANCY A. RAY  
TOWN CLERK

**Members Present:** Chairman Rob Tarlov, Art Shilosky, Rob Esteve, John Ringo, Tom Kane, James McNair  
**Members Absent:** None  
**Others Present:** First Selectman Stan Soby, CFO Maggie Cosgrove, Director of Public Works Jim Paggioli, Registrar Dot Mrowka, Finance Board of Education member Brad Bernier, Bacon Academy Civics Student Alex Esteve

- 1) **CALL TO ORDER:** Chairman Tarlov called the meeting to order at 7:02.
- 2) **ADDITIONS TO THE AGENDA:** None
- 3) **APPROVAL OF MINUTES – AUGUST 20, 2014 REGULAR MEETING:** J. Ringo motioned to approve the minutes of the August 20, 2014 regular meeting, seconded by A. Shilosky. Members voted in favor with R. Esteve abstaining. **MOTION CARRIED.**  
(J. McNair arrived at this time)
- 4) **CITIZEN'S COMMENTS:** None
- 5) **LOCKTON:** Unable to attend. Will be present at next meeting.
  - a) **ACA Presentation**
  - b) **First Establishing a funding process**  
(T. Kane arrived at this time)
- 6) **DEPARTMENT REPORT:**
  - a) **Finance Department:** M. Cosgrove presented expenditures and revenues through 7/31/14. The adopted budget for 2014-2015 is on the website. Hard copies have not been printed as she still needs to complete the executive letter. She is waiting on some information from CCM regarding CIRMA and said there are not many options for risk management in the municipal area.
  - b) **Tax Collector – Reports and Discussion:** None
- 7) **FIRST SELECTMAN'S REPORT**
  - a) **Transfer Requests:** None
  - b) **First Selectman's Update:** School Building Committee will be at all the school open houses to solicit feedback from parents and emphasize it is now a school only project. The structuring of KX continues to be worked on. They are looking for towns to sign a 5 year contract with a 5 year renewal to provide some longevity. There is some concern where the Chatham Health District is at financially. There is likely to be some budgetary impact. Nothing has been received from the engineer on the senior center yet.

**8) LIAISON REPORTS:**R. Tarlov reported that Youth Services held an open house for 6<sup>th</sup> graders. There are a lot of new programs this year. While an employee is out on maternity leave they are short-staffed. They are discussing changing their name. A. Shilosky reported that the School Building Committee reviewed a matrix suggested by the architect to use in evaluating options. Police Department is happy with what the items they are purchasing from the sale of the DARE car. Officers did a survey on what they would like to see added to the department. A midnight shift was the top priority followed by K9 and detective. They believe money from no longer having someone in the sergeant's position would allow them the funding to make the additions to the department. A. Shilosky is asking that the cost of each of the possibilities be provided. A grant for \$17,900 was received to be used for two radar units and overtime to run speed enforcement through the end of September. R. Esteve reported that the Board of Education budget committee met and reviewed the unaudited 2013-2014 year and it looks like could be under budget. July was a bad month for healthcare costs but was on par for this time of year. Kindergarten class was projected to be 145 and is 163 resulting in an 8<sup>th</sup> teacher having to be hired and close to where a 9<sup>th</sup> would have had to have been. Bacon Academy interim principal has been hired for one year.

**9) NEW BUSINESS:** None

**10) OLD BUSSINESS**

**a) Status of Review of Capital Improvement Plan – Equipment:** Should have in October.

**b) Budget Review and 2014-2015 Planning Objective**

**i. Updates:**

**ii. Subcommittee Reports:** R. Tarlov talked about videos of budget workshops being downloaded on YouTube as well as developing a matrix of big details of what is presented. R. Esteve reported that the "prebudget" subcommittee discussion included putting together a timeline that shows the budget process and what goes on throughout the year in attempt to educate the people as to what parts are put together when and when is a good time for people to come and provide input. T. Kane added they want to get out the message that now is the time to make suggestions. BOF members discussed wanting to be made aware of concerns earlier on that could potentially affect the budget significantly. M. Cosgrove commented that department heads would like the opportunity to present and discuss their budget before they are told to cut it.

**iii. Survey:** J. McNair reported that Laurie Robinson has been a huge resource in helping with the survey. The subcommittee had discussed the purpose of the survey as well as Data collection, who stores it and links to explain things in the survey. The survey should be available by January. Questions would need to be approved by early December.

**c) Budget Policy – review draft of agreement with BOS for approving over expenditures and transfers:**First Selectman Soby would like for the language used to be more consistent with Charter language. He would also like to see department heads be able to move funds around the way they need in order to make things work. R. Tarlov spoke about reducing the number of end of the year transfers that are brought to the boards after the money has been spent.

**d) Elected Official Compensation Policy:**There needs to be a policy where there is a reassessment of how raises are formulated as well as comparisons of what other towns are paying. First Selectman Soby suggested developing one for non-union staff as well.

**11) CITIZENS COMMENTS:** None

**12) ADJOURNMENT:** A. Shilosky motioned to adjourn, seconded by R. Esteve. Vote was unanimous. **MOTION CARRIED.** Chairman Tarlov adjourned the meeting at 8:53p.m.

Submitted by,

Dawn LePage, Clerk