



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Finance Meeting Minutes
Wednesday, November 19, 2014
Town Hall Meeting – 7:00 p.m.

RECEIVED
COLCHESTER, CT
2014 NOV 24 AM 10:09

Members Present Chairman Rob Tarlov, Art Shilosky, Tom Kane, James McNair, Rob Esteve

Members Absent: John Ringo

Others Present: First Selectman Stan Soby, CFO Maggie Cosgrove, Tax Collector Don Phillips, Director of Public Works Jim Paggioli, IT Coordinator Marc Tate, Bacon Academy Civic Students, Gary Siddell

1. **CALL TO ORDER:** Chairman Tarlov called the meeting to order at 7:00 p.m.
2. **ADDITIONS TO THE AGENDA:**
 - R. Esteve motioned to add to the agenda item 5A. IT Presentation by Marc Tate, seconded by J. McNair. Vote was unanimous. **MOTION CARRIED.**
 - T. Kane motioned to add to the agenda as item 9.a) Approval of the 2015 meeting dates, seconded by R. Esteve. Vote was unanimous. **MOTION CARRIED.**
3. **APPROVAL OF MINUTES –**
 - **November 5, 2014 REGULAR MEETING:** R. Esteve motioned to approve the minutes of the November 5, 2014 regular meeting, seconded by A. Shilosky. Vote was unanimous. **MOTION CARRIED.**
4. **CITIZEN'S COMMENTS:** None
- 5A. **IT Presentation by Marc Tate:** The presentation gave an overview of how Colchester ranks in dollars spent on IT, where the future of technology is going, what has been accomplished over the past few years, lifespan of equipment, and how the efficiency of staff could be improved by investing in technological solutions.
5. **ENERGY PROJECT:** J. Paggioli gave an update on the Energy Performance Project. Contingency funds of \$127,048 remain. Over \$200,000 of repair and maintenance work were identified to existing systems during the installation of the project. The work must be done in order to receive the full benefit from the ECM. There was general consensus among BOF members that the remaining funds should be used towards the the repairs and maintenance work needed. All changes made in facilities included in the contract that would result in an increase or decrease of electricity used must be reported to Honeywell in order to keep in compliance with the contract. He sees this as a challenge.
6. **DEPARTMENT REPORTS**

a) **Finance Department:**

i. **Health Insurance Quarterly Update:** No update. M. Cosgrove reviewed expenditures and revenue through October 31, 2015. She is concerned with the increase with unemployment claims.

b) **Tax Collector – Reports and Discussion:** D. Philips said the Board of Selectmen approved entering into contract with Point & Pay. Implementation should be early 2015. Other departments are interested in card readers. J. Ringo had previously requested a comparison between commercial and residential taxes. Mr. Philips has looked into this but is unable to separate them in any way. Delinquent notices have been sent out with a collection agency. Since October close to 3000 notices have been referred. In the future he feels he needs to identify ways to communicate to people consequences of having delinquent taxes. He will do his best to work with people but if they do not come to him he cannot help them.

7. FIRST SELECTMAN'S REPORT

a) **Transfer Requests:** T. Kane motioned to approve the following appropriation: \$5,500 from Grounds Maintenance - Regular Payroll (13203-40101) to Contractual, Temp, Occasional Payroll (13203-40105); \$5,775 from General Fund - Unassigned Fund Balance (18501-36250) to Facilities - Professional Services (13205-44208); motion seconded by R. Esteve. Vote was unanimous. **MOTION CARRIED.**

b) **First Selectman's Update:** KX dispatch - Lebanon has gone to Willimantic, East Haddam is looking into going to Valley Shore, Middlesex is on board. Dispatchers have not received a pay increase in quite a lengthy time. The budget is still being worked on but they were given a quarterly bonus. The budget for Chatham Health District is being monitored. STEEP application for the Paper Mill Bridge repair has been completed. A Nature Conservancy grant is being looked into. Two sets of union negotiations will be heading into mediation. Attended the annual meeting of Community Foundation of Eastern Connecticut.

8. LIAISON REPORTS: R. Esteve reported for the Board of Education has begun the search for a high school principal for next year. A grant for \$143,000 for school security was received. The grant can be used to reimburse the district for some of the work that has already been done to provide security upgrades. They will discuss the budget survey at their next meeting. A. Shilosky reported that the Commission on Aging was not able to meet due to lack of quorum. It is uncertain when they will have quorum for a meeting due to a shortage of members. The Building Committee looked at three options. The architect provided a breakdown of costs for each. There will be a tri-board meeting on December 10th for the Building Committee to provide an update to all three boards.

9. NEW BUSINESS:

a.) **Approval of 2015 Meeting Dates:** R. Esteve motioned to approve the 2015 meeting dates as follows:

(1st and 3rd Wednesday @ 7:00pm)

January 7 & 21, February 4 & 18, March 4 & 18, April 1 & 15, May 6 & 20, June 3 & 17, July 1 & 15, August 5 & 19, September 2 & 16, October 7 & 21, November 4 & 18, December 2 & 16

Motion was seconded by T. Kane. Vote was unanimous. **MOTION CARRIED.**

10. OLD BUSINESS

a) Budget Review and 2014-2015 Planning Objectives

I. Updates:

II. Health Insurance Funding Policy - results of Lockton Meeting: Lockton gave a presentation on November 17th. M. Cosgrove will provide a spreadsheet of comparisons once she has them.

III. Survey Status: The BOE will review the survey at their next meeting and BOS will review at their meeting on November 20th.

IV. Subcommittee Reports: J. McNair said the subcommittee is working on identifying what it is important for taxpayers to understand. Narratives are being worked on and charts will be part of the presentations. There was no update from the subcommittee working on communications.

11. CITIZENS COMMENTS: None

12. ADJOURNMENT: R. Esteve motioned to adjourn, seconded by T. Kane. Vote was unanimous. **MOTION CARRIED.** Chairman Tarlov adjourned the meeting at 8:46pm.

Submitted by,

Dawn LePage, Clerk