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**Town of Colchester**  
**Board of Finance Meeting Minutes**  
**Wednesday, October 7, 2015**  
**Town Hall Meeting – 7:00 p.m.**

**Members Present** Chairman Rob Tarlov (by phone), Vice Chairman Rob Esteve, Art Shilosky, Tom Kane, James McNair, John Ringo

**Members Absent:** None

**Others Present:** First Selectman Stan Soby, Selectman Kurt Frantzen; Cragin Library Director Kate Byroade, Recreation Manager Cheryl Preston, Director of Public Works Jim Paggioli, IT Coordinator Marc Tate, CFO Maggie Cosgrove, Recreation Specialist Jessica Lefler, BA Academy Civic Students,

1. **CALL TO ORDER:** Vice Chairman Esteve called the meeting to order at 7:04 p.m.

2. **ADDITIONS TO THE AGENDA:** None

3. **APPROVAL OF MINUTES - September 16, 2015 Regular Meeting:**

J. Ringo motioned to approve the minutes of the September 16, 2015 amending the date at the top of the page to read *September 16, 2015* and item 2, line 2 to read "*security matter*", seconded by A. Shilosky. Vote was unanimous with T. Kane and R. Esteve abstaining. **MOTION CARRIED.**

4. **CITIZEN'S COMMENTS:** None

5. **CORRESPONDENCE:** A request to consider funding was received from the CT River Coastal Conservation District.

6. **2016-2017 BUDGET: DEPARTMENT INITIATIVES**

a) **Library:** K. Byroade gave a presentation which included the basics of the library, current services and issues, current funding, and proposed service initiatives.

b) **IT:** M. Tate gave a presentation giving 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.

c) **Recreation:** C. Preston gave a presentation that included the value of Parks & Recreation to a community, current department funding, understanding needs, and the priorities and proposed new solutions. R. Esteve asked if there is a clear delineation as to how the program money is spent. J. Mc Nair asked what authority the Park Ranger would have. There was consensus among members to move forward with the increased hours of the Rec Specialist and the hiring of a Park Ranger/Splash Pad Attendant with quarterly reports being provided.

7. **DEPARTMENT REPORTS**

a) **Finance Department:** None

b) **Tax Collector – Reports and Discussion:** None

## **8. FIRST SELECTMAN**

**a) Report:** Budget Transfer Procedures Use of Capital Reserve Fund Policy draft was distributed with a request for it to be added to next meeting agenda. Storm prep updates were done and tested. There are couple items with Planning and Zoning that are driving up the cost of legal fees and will need to be discussed. There will be a cost for ACO coverage from Hebron. Speed enforcement activities continue. Enviro testing for phase two of the Mill project continues. As part of the project there is talk of trying to make it accessible from the airline trail by extending a sidewalk that is already there. A RFP has been issued for help in submitting and managing a small cities grant project that would upgrade the bathrooms at Dublin Village. First Selectman Soby attended the SCOG legislative breakfast where there was discussion on pilot reductions to municipalities. He also attended Governor's press conference at Priam Vineyards on tourism. There has been positive feedback on 57 Fest. There are new businesses opening up in town or relocating within the town. There has been talk with developers for affordable housing.

**b) Transfer Requests:** None

**9. LIAISON REPORTS:** R. Esteve reported that at the last BOE budget meeting they did a follow up on the Special Education study recommendation to hire an Assistant Director of Pupil Services. The special education population is increasing making it more difficult for the director to make all the PPTs that are required. Health insurance costs look to be favorable.

**10. NEW BUSINESS:** None

## **11 OLD BUSINESS:**

**a) BOF Mission Statement:** Members should submit suggestion for mission statement to R. Tarlov.

**b) Bylaws Review:** Members discussed the chairman being able to vote and how a tie would be broken with the board being an even number of members.

**c) Recreation Field Subcommittee - update:** No meeting took place.

**d) Senior Task Force - update:** A meeting is in the process of being set up.

**e) Budget Communications Subcommittees - updates**

**i. During Budget Season - meeting October 5:** Looked at Town and BOE budgets to make sure there are consistencies.

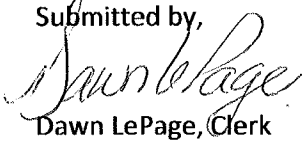
**ii. Off Budget Season:** No update

**f) Compensation/Benefits Review/ Payroll Review/STEPS:** J. McNair requested this be tabled until he can pull together information. R. Tarlov suggested the budget subcommittee look at this and then bring to the Board.

**12. CITIZEN'S COMMENTS:** None

**13. ADJOURNMENT:** J. McNair motioned to adjourn, seconded by T. Kane. Vote was unanimous.  
**MOTION CARRIED.** Vice Chairman Esteve adjourned the meetings at 9:09pm.

Submitted by,

A handwritten signature in cursive script that reads "Dawn LePage". The signature is written in black ink and is positioned above the printed name.

Dawn LePage, Clerk