

**Town of Colchester  
Board of Finance Meeting Minutes  
Wednesday, October 21, 2015  
Town Hall Meeting – 7:00 p.m.**

**Members Present** Chairman Rob Tarlov, Art Shilosky, Tom Kane, Rob Esteve, John Ringo

**Members Absent:** James McNair

**Others Present:** First Selectman Stan Soby, Selectman Denise Mizla; Board of Education CFO Maggie Cosgrove, Tax Collector Michele Wyatt, Town Clerk Gayle Furman, Superintendent Jeff Mathieu, Director of Public Works Jim Paggioli, Registrar of Voters Dot Mrowka, BA Academy Civic Students, Jim Kelly

1. **CALL TO ORDER:** Chairman Tarlov called the meeting to order at 7:01 p.m.
2. **ADDITIONS TO THE AGENDA:** Item 8 was moved to the November 18th meeting.
3. **APPROVAL OF MINUTES: October 7 - Regular Meeting:** J. Ringo motioned to approve the minutes of the October 7, 2015 meeting, seconded by R. Esteve. Vote was unanimous. **MOTION CARRIED.**

(T. Kane arrived at this time)

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

5. **CORRESPONDENCE:** None

6. **DEPARTMENT REPORTS**

- a. **Finance Department:** M. Cosgrove reported that revenue and expenditures thru September 30th are overall on target. Health insurance reserve accounts dramatically higher than it was this time last year. Trend of claims has been favorable.
- b. **Tax Collector:** M. Wyatt reported that as of October 1st there has been 1700 demand statements sent out. If they remain outstanding as of October 31st they will be turned over to collections. There were some issues due to problems with DMV computer system overhaul.

7. **2016-2017 BUDGET: DEPARTMENT INITIATIVES**

- a. **Town Clerk:** G. Furman gave a presentation that included anticipated expenses and revenue for 2016/2017. She also discussed the need for additional staffing and a proposed solutions. (see attached)

8. **BUILDINGS MAINTENANCE, REPAIR AND REPLACEMENT PLANS – J Paggioli and K Jackson :** Moved to November 18th meeting.

- a. **Review of Plans created in 2014**

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COLCHESTER,  
2015 OCT 23 PM 3:11  
Gayle Furman  
TOWN CLERK

**b. Creating Funding Plans**

**i. Town**

**ii. BOE – Ron Goldstein and Jeff Mathieu**

**9. ANNUAL REVIEW OF ENERGY PROJECT RESULTS – J. Paggioli and K Jackson:**

J. Paggioli gave a synopsis of the report issued by Honeywell. He said in the long run about \$374,000 more would have been spent this past year if the energy project had not been done. This is about \$85,000 more than the lease payment for the project. This does not take into account the additional money saved by shortening the diagnostic time of any issues. (see attached)

**10. REVIEW OF SNOW REMOVAL**

- a. Expense Trends:** J. Paggioli gave a detailed report showing the snow totals over the past 66 years, a summary of the hours needed for deicing operations in the 2014-2015 year, and weather predictions for this coming year's snow season. (see attached)
- b. Budgeting:** If there is a year where there is a surplus in the snow removal budget that money could be put in a snow removal account to be used on a year when over budget, however, there have been very few years that have come in under budget.

**11. FIRST SELECTMAN**

- a. Report:** The Blight Ordinance Task Force has been selected. Copies of the charge were distributed. Pumpkins and Pooches was successful. Governor Malloy gave the keynote at the CCM Conference. The details of having the Hebron ACO provide coverage for Colchester is being figured out. The contract with KX is in its' last year. A RFP will be issued for dispatch services starting July 1, 2016. Local dispatch out of Company 1 with backup at the EOC is being looked into. A Tri-Board meeting on November 18th needs to be confirmed.
- b. Transfer requests:** None

**12. LIAISON REPORTS:** A. Shilosky reported that the Commission on Aging is doing a super job, membership is growing, the need is also growing. First Selectman Soby took this time to report that over 600 rides in a month were given for medical needs. Overall 1140 rides were given in one month. Some requests for transportation had to be denied due to capacity being at its max. The Building Committee interviewed for an architect. A decision on an architect will be made on October 22nd at their meeting.

**13. NEW BUSINESS:** None

**14. OLD BUSINESS**

**a. 2016-2017 BUDGET: REVIEW OF DEPARTMENT INITIATIVES**

**PRESENTATIONS:** No new discussion

**i. Library**

**ii. IT**

**iii. Recreation**

**b. Discussion and Possible Action - Use of Cap Reserve to be added to**

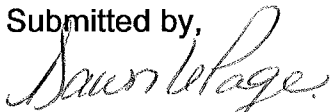
**Transfer Procedures:** T. Kane motioned to endorse the changes put forth by

- First Selectman Soby to the Capital Reserves Appropriate Policy, seconded by R. Esteve. Vote was unanimous. **MOTION CARRIED.** (see attached)
- c. **Discussion and Possible Action - Bylaws:** Members reviewed changes made by R. Esteve. J. Ringo motioned to approve the bylaws as amended, seconded by A. Shilosky. Vote was unanimous. **MOTION CARRIED.** (See attached)
  - d. **Recreation Field Subcommittee – update:** D. Mizla reported that no additional meetings have taken place.
  - e. **Senior Task Force - update:** No update
  - f. **Budget Communications Subcommittees – updates**
    - i. **During Budget Season – next meeting after elections-** No update
    - ii. **Off Budget Season -** No update.
  - g. **BOF Mission statement:** No discussion due to J. McNair not being in attendance.

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

**16. ADJOURNMENT:** R. Esteve motioned to adjourn, seconded by J. Ringo. Motion was unanimous. **MOTION CARRIED.** Chairman Tarlov adjourned the meeting at 8:45 p.m.

Submitted by,



Dawn LePage, Clerk