

Town of Colchester  
Board of Finance Meeting Minutes  
Wednesday, August 19, 2015  
Town Hall Meeting – 7:00 p.m.

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COLCHESTER, CT  
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*Gayle Furman*  
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TOWN CLERK

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

**Members Absent:** None

**Others Present:** Selectman Denise Mizla; Board of Education Members: Brad Bernier, Don Kennedy, Ron Goldstein; CFO Maggie Cosgrove; Superintendent Jeff Mathieu; Recreation Manager Cheryl Preston; Director of Public Works Jim Paggioli

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 delete item 11b which was put on the agenda in error, seconded by T. Kane. Vote was unanimous. **MOTION CARRIED.**
3. **APPROVAL OF MINUTES - July 15, 2015 Regular Meeting:**  
T. Kane motioned to approve the minutes of the July 15, 2015, seconded by J. Ringo. Vote was unanimous with J. Ringo abstaining. **MOTION CARRIED.**
4. **CITIZEN'S COMMENTS:** None
5. **CORRESPONDENCE:** None
6. **BOARD OF EDUCATION:**
  - a) **Presentation of Strategic Plan - J. Mathieu:** Superintendent Mathieu gave a review of the 2015 Strategic Plan Executive Summary for Colchester Public Schools. BOF members questioned the plan and how it addresses declining enrollment. J. Mathieu and BOE members present said that declining enrollment was not at the forefront of the comments received in developing the plan but was having schools that were more diversified and can compete with the magnet schools. They further explained that the plan was not meant to be a budget document. BOF members said that declining enrollment was what kept being questioned during the budget process and something they expressed to the LEARN representative that needed to be addressed in any Plan. The Board they would like to see a plan on how the BOE budget might change if enrollment continues to decline.
  - b) **Board of Education - Capital Reserve Fund Policy:** It was explained that the BOF must vote to appropriate money into Capital Reserve if BOE makes a request for such. BOE does not have to state what the money will be used for but in the past has done so as a courtesy.
  - c) **Discussion of budgeting for capital, preventative maintenance and repair expenditures for school buildings:** Under current State Statutes, budgeting for capital, preventative maintenance and repair expenditures for school buildings must be part of the BOE budget and cannot be included as part of the Town budget.

**7. PROGRAM FUND STRATEGIC PLAN - Cheryl Preston:** C. Preston gave an overview of of Park and Recreation Program Fund including how it is funded, what the fund is used for and possible recreational needs the funds could be used for, and priorities and solutions for 2015. Both C. Preston and J. Paggioli spoke about vandalism occurring at the park and the benefit of having a Park Ranger. The spray park was advertised as one of the best free places in CT and is attracting many out-of-town visitors. The Park Ranger could collect be available to collect fees from such visitors. The money collected could be used to offset a portion of the position's salary. Decreasing the rate of vandalism and associated costs could also offset the salary cost. J. Pagillio said field usage by the sports leagues is what causes the most wear and tear of the fields. The Board asked when the subcommittee made up of two members from BOF, BOS, and PRC would begin meeting and who is taking the lead? Chairman Tarlov commended C. Preston for the job she has done turning around the the program fund since taking over.

**8. DEPARTMENT REPORTS**

- a) Finance Department:** FEMA reimbursement for the blizzard will be approximately 75%. A portion of the money will go to Police, Fire Department, and BOE for costs each incurred due to the storm. Collection rate for last fiscal year was 98.49%.
- b) Tax Collector – Reports and Discussion:** M. Wyatt submitted a written report to members prior to the meeting. The new credit card online payment process has been a success. On August 5th, 8518 delinquent motor vehicle accounts were reported. Notices will be sent out by September 4th. The office will be sending out Demand Notices the first week in September. Further enforcement on some outstanding accounts has been discussed with the Town Attorney.

**9. TRANSFER REQUESTS:** None

**10 LIAISON REPORTS:** None

**11 NEW BUSINESS**

- a) Use of Capital Reserves process:**
- i. Splash Park Funding:** To repair the splash pad will cost approximately \$30,000. The funds will come from Capital Reserve. Currently there is not a policy regarding money being taken from the Capital Reserve. BOF will look to develop one for larger dollar amounts.
- b) Review:** Removed from agenda.
- c) Senior Center - Discussion and Possible Action on Section 5310A Funding for Vehicle Replacement:** T. Kane motioned to authorize the expenditure of an amount not to exceed \$13,000 from the Vehicle Reserve Fund for the local match requirement for the acquisition of a 14 passenger wheelchair lift mini-bus, seconded by R. Esteve. Vote was unanimous. **MOTION CARRIED.**

**12. OLD BUSINESS:**

- a) Review Board's Objectives and Initiatives:**

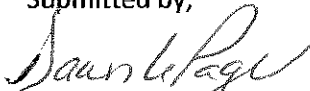
2015 - 2016 Objectives and Initiatives were reviewed. J. Paggioli will attend second meeting in October to review energy project, give an update on the facility plan, and give a background on snow removal and what is driving the cost.

**b) Budget Communications Subcommittees:** The Board felt that the same survey used for this current budget can be used again for next year's. BOF members and BOE members for both committees will stay the same with the exception Mike Egan who is not seeking reelection for the BOE. Ron will find a replacement. BOS has not discussed yet.

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

**14. ADJOURNMENT:** J. McNair motioned to adjourn, R. Esteve seconded by . Vote was unanimous. **MOTION CARRIED.** Chairman Tarlov adjourned the meeting at 9:12 pm.

Submitted by,



Dawn LePage, Clerk