



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Finance
Meeting Minutes
December 6, 2017
Town Hall Room 1 @ 7:00 pm**

Members Present: R. Tarlov, T. Kane, A Migliaccio, M. Egan, R. Lepore and A. Bisbikos

Others Present: First Selectman A. Shilosky, CFO M. Cosgrove, Town Clerk G. Furman, YSS V. Geato, CHFD Chief Cox, Tax Collector M. Wyatt, BOS R. Coyle, D. Mizla, J. Ford, S. Soby, BOE M. Bylone, B. Bernier, Registrar D. Mrowka, M. Hayes, L Ackerman, J. Kelly, J. McNair and Clerk J. Campbell

1. **CALL TO ORDER**-Meeting was called to order at 7:00 pm by R. Tarlov.

2. **ELECTION OF CHAIRMAN AND VICE CHAIRMAN**

R. Lepore NOMINATED R. Tarlov as Chairman, SECONDED by A. Migliaccio. All members present voted in favor. MOTION CARRIED. 6/0

T. Kane NOMINATED R. Lepore as Vice Chairman, SECONDED by M. Egan.

A. Migliaccio NOMINATED A. Bisbikos as Vice Chairman, SECONDED by R. Tarlov.

Members voted 4/2 in favor of R. Lepore as Vice Chairman, MOTION CARRIED.

3. **ADDITIONS TO THE AGENDA**-None

4. **APPROVAL OF MINUTES: November 15 Regular Meeting**

A. Migliaccio mentioned that Dr. Hewes' name is misspelled in the liaison report. A. Migliaccio MOTIONED to approve the meeting minutes from the November 15th meeting with the change, SECONDED by T. Kane. M. Egan ABSTAINED. All other members present voted in favor. MOTION CARRIED. 5/0

5. **DEPARTMENT PRESENTATION – Youth Services**

V. Geato presented on the Youth and Social Services department. See the attached PowerPoint presentation. A. Bisbikos urged members to meet with YSS to see the range of services they provide. M. Egan asked how the state funding decreased has affected the YSS. V. Geato explained that there are programs that have been stopped already. She is in the process of applying for a grant to help offset some of the reductions in revenue. R. Tarlov reiterated what A. Bisbikos said about YSS. The advisory board is always looking for members, and R. Tarlov feels it's a great board to serve on.

6. **CITIZENS COMMENTS**

J. McNair presented what he feels is a major difference in the new survey. The linkage question, he feels should be kept in the survey. The linkage question is what type of tax increase would be acceptable to residents. (see attachment)

7. **CORRESPONDENCE**-See attached-no additional

8. **DEPARTMENT PRESENTATION – Fire and EMS**

Chief Cox presented on the paramedic program CHFD would like to implement into their unit. See attached PowerPoint presentation. A. Bisbikos asked about the Drone, is it something the CHFD needs to add to the budget for future and how capable is this drone? Chief Cox is confident in the abilities of the drone for the intended use. M. Egan asked what the benefits of the Paramedic Program being in house are. Chief Cox responded that a current paramedic averages a 16 minutes response time. With someone in house the average response time would be 6 minutes. If a paramedic is on a call that no longer requires their services an EMT will come to replace and thus freeing up the Paramedic for another call.

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9. 2017/2018 BUDGET – Discussion

A Shilosky asked to report on the budget as well as the First Selectman's Report at the same time. R. Tarlov agreed. A. Shilosky stated that Tractor Supply is interested in expanding; they want to add a multi-purpose building on the 2.5 acres on the back of the property. Phone systems are dying. He will be coming to the board to ask for a transfer from IT Virtualization into a phone system. The prices are still being researched. BOE has reduced their spending by about \$825,000. The town will be reducing their spending by \$952,000. There is a meeting with Dept. Heads on Tuesday. There will be no supplemental bill going out and we will not transfer from fund balance. Today, one of the State grants (i.e. Municipal Stabilization Grant) was received for \$207,000. A. Shilosky has been working with the CFO to balance the budget. A portion of the money will come from not putting as much money into fund balance. A. Shilosky feels it is important not to use fund balance as to not reduce the town's bond rating with the upcoming school project. Members of the board could not understand how these financial decisions could be made without including BOF in the discussion. T. Kane asked if opengov was going to be funded. A. Shilosky stated his feelings are that it will not be funded. The 5 members with board service before this meeting (M Egan's first meeting), were unanimous in their opinion that they could not fully do their jobs with the current levels of data accessibility and detail, one of the driving reasons why they had sought potential solutions. The board has spent significant time since August of 2016 researching and soliciting bids from three different companies. Many towns were called in doing that research. Among other additional benefits was the transparency in that taxpayers could access the information, too. S. Soby stated that he would be willing as a member of the BOS to hear and see the demonstration on the opengov software. R. Tarlov stated that he was under the impression that on the budget process there would be a tri-board meeting once the decision was made by that State, and he has been asking on an ongoing basis, when one would be scheduled.

10. DEPARTMENT REPORTS – 2nd Meeting of the Month

- a. **Tax Collector**-M. Wyatt was in attendance and reminded the board that MV bills became delinquent after December 1st. Demand noticed will go out soon for those that have not paid. Also supplemental bills will be due in January. She is trying to get the bills out by December 18th to give people time to pay within the 2017 year to claim the payment on their taxes. R. Tarlov stated that many towns are going back over those who are delinquent in taxes. M. Wyatt is already doing this and is doing a tremendous job.
- b. **Finance**-No Report at this time.

11. FIRST SELECTMAN

- a. **Transfer requests**
M. Egan MOTIONED to approve the budget transfers, SECONDED by A. Bisbikos. All members present voted in favor. MOTION CARRIED. 6/0
- b. **First Selectman's report**- A. Shilosky reported during agenda item #9.

12. OLD BUSINESS

- a. **2018/2019 Budget**
 - i. **Survey**
R. Lepore talked about the survey. The group has not been able to meet in person. Question 6 and 12 are in discussion. R. Lepore thought they should also consider if we should add the tax linking question back in. R. Tarlov will begin to enter the survey into the survey monkey. R. Lepore will arrange a meeting with the survey committee and will have a final draft by the 22nd for R. Tarlov to finalize them onto survey monkey. The board gave the committee the authority to make the final decision on these 3 items.
 - ii. **Other**-None

13. NEW BUSINESS

- a. **2018 LIAISON ASSIGNMENTS – Discussion**
Liaison Assignments discussed-see attachment
- b. **BOF – Mission, Responsibilities, Limitations**
 - i. **By-Laws review**

- ii. **Handbook for CT Board of Finance**
- iii. **State Statutes**

A. Migliaccio MOTIONED to table agenda item 13B to a future meeting in January, SECONDED by A. Bisbikos. All members present voted in favor. MOTION CARRIED. R Tarlov asked members to review the by-laws for any possible changes needed.

14. LIAISONS' REPORTS

A. Migliaccio reported on the BOE. They passed the reduction of spending by \$825,000. Dr. Hewes presented innovation design idea to the new board. B. Bernier was elected to chair and R. Besaw elected to vice chair.

15. CITIZENS COMMENTS

M. Bylone spoke on the survey. She has lived in the town for 13 years and has never received a survey. If the demographics are not linking anything they should not be put in there. She also suggested that there are plenty of Town Residents that would be duly qualified to assist with the survey. S. Soby suggested putting signs out about the survey like the ones that are put out for elections. J. Kelly expressed he felt the BOF was disrespected by the 1st selectmen and the BOE. He stated that at one point he was told there was nothing left to cut from the school budget and yet here the BOE is reducing by \$825,000. Days of the federal and state funding BOE is coming to an end. BOE should really revisit the way they educate students in Colchester. S. Soby spoke about the budget. State deficit has been certified, \$207 million. The governor has until the end of the month to come up with a deficit mitigation plan. Legislators have indicated they will be working on potential ideas for the mitigation plan. There may be future changes to the state budget that the town will have to make changes to. B. Bernier stated that the BOE has been in a budget freeze. Most of the \$825,000 is coming from that freeze.

16. ADJOURNMENT

A. Migliaccio MOTIONED to adjourn the meeting at 9:34 pm, SECONDED by T. Kane. All members present voted in favor. MOTION CARRIED. 6/0

Respectfully Submitted,

Joanie Campbell, Clerk

Attachments:

2018 Colchester Survey
Additional Appropriations
BOF Liaisons
Correspondence
CHFD Presentation
FY 16-17 Budget Transfers
Reference Material for Agenda item 12A
Survey Correspondence
YSS Presentation