



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Board of Finance  
Regular Meeting Minutes  
April 4, 2018  
Town Hall Room 1 @ 7:00 pm**

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

**Others Present:** First Selectman A. Shilosky, CFO M. Cosgrove, BOS J. Ford, Tax Collector M. Wyatt and clerk J. Campbell

1. **CALL TO ORDER** – R. Tarlov called the meeting to order at 7:01 pm.
2. **ADDITIONS TO THE AGENDA** – None
3. **APPROVAL OF MINUTES: February 21 Regular Meeting** – A. Migliaccio MOTIONED to approve the February 21<sup>st</sup> minutes, SECONDED by M. Egan. All members present voted in favor. MOTION CARRIED.
4. **CITIZENS COMMENTS** – None
5. **CORRESPONDENCE** – See Attached
6. **DEPARTMENT REPORTS**
  - a. **Tax Collector – February Reports** – M. Wyatt presented the Collector's Office February & March reports. On 4/2 the office sent out 145 intent to lien notices. Collection rate is currently 98.2% with 142% collection rate on interest. Tax Collector & Assessor signed a waiver of interest for a delinquent tax bill that was not the result of any action or failure on part of the taxpayer. M. Wyatt will be presenting to the BOS an investigation website LexisNexis to help find more of the people associated with the delinquent tax bills. She has money in the current budge to start the service and has asked for it in next year budget.
  - b. **Finance – February Reports** – M. Cosgrove presented the Finance Reports for February. Currently snow is over budget with the storm had in March. Town may be able to use a grant to offset the overage. Collection rate is only .11% behind goal of 98.6%.
7. **FIRST SELECTMAN**
  - a. **Transfer requests** – None
  - b. **First Selectman's report** – A. Shilosky stated that he is working with a company to bring fiber optics from Police station into the Town Hall to replace phone & internet systems. This would remove Comcast when finished. Comcast costs about \$12,600/year and the fiber optics would cost about \$450/mo. Contract has not yet been seen. Another company will come in to investigate what hardware/servers need to be updated.
  - c. **2017-2018 Budget Mitigation Plan – February Report** – Mitigation Plan was reviewed. Plan presented was as of the March 30<sup>th</sup> payroll. Currently there is a safety margin of \$120,330. (see attached)
8. **NEW BUSINESS**
  - a. **FOI – Proposed Final Decision** – A proposed decision was presented to the board. The outcome was mostly in favor of the town. People attending via phone need to be announced by first and last name and need to announce themselves when speaking. Total legal fees for the 2 FOI cases are about \$4800.
  - b. **2018-2019 Budget – Review and Discussion** – M. Cosgrove addressed the 2 collections rates. One is based on the passed state budget while the other is based on the adjustments the Governor put forth in Feb. Some board members want the administrative support to help attract & maintain the Norwich student addressed by

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M. Wyatt

the BOE. Has this concern already been addressed in the budget? A. Migliaccio questions the CES Special education enrollment. It is almost maxing the class size. She would like to know if the budget addresses this concern. M. Cosgrove stated that C3 has been split between the Town & BOE. The BOE is working on special education to try to provide education within the school rather than outsourcing. Handling in house will be more cost effective. What is the increase in the transportation line item? T. Kane asked if there was a plan put in place to address any further cuts/hold backs the state may propose again rather than to stop a program when the money runs out. He also asked for the Fire Department to give more information regarding the advertising they want to do. R. Tarlov would like to know the issues the Fire Marshall is facing that would justify the increase to full time. M. Cosgrove stated the software that the building department is looking to purchase is more of a need for new software, than a staffing concern. R. Tarlov has asked for more information regarding the replacement of the software.

## 9. OLD BUSINESS

- a. **OpenGov.com update** – R. Tarlov stated that Opengov.com representatives had a conf. call with A. Shilosky and himself today. They addressed some of the contract concerns. The representatives will be calling into the BOS meeting tomorrow to address any further questions the BOS may have.

10. **LIAISONS' REPORTS** – M. Egan reported on COA. 692 transportations, 1401 in attendance, 1112 members for February, which is on the rise. By vote they passed the use of posting/printing budget on tickets for the Gala in September. Keeping the seniors informed on the Medicare changes at the state level. A. Migliaccio reported that the chair of the Police Commission was removed and S. Dubb was appointed chair. A. Bisbikos presented on the EDC. They are actively presenting on a website update. They will be presenting to the BOS on 5/3.

## 11. CITIZENS COMMENTS – None

12. **ADJOURNMENT** A. Bisbikos MOTIONED to adjourn the meeting at 8:34 pm, SECONDED by R. Lepore. All members present voted in favor. MOTION CARRIED.

Respectfully Submitted,

*Jeanie Campbell*, Clerk

Attachments: Correspondence, Tax Collectors Reports (Feb & Mar), Ross Letters, Finance Report (Feb), FOI Letter & Statute, Draft Mitigation Plan