

TOWN OF DEEP RIVER
Board of Finance
Regular Meeting Minutes
Tuesday July 26, 2016

The Board of Finance convened its Regular Meeting at the Deep River Town Hall on Tuesday July 26, 2016. Meeting called to order by George Eckenroth, Chairman, at 7:30 PM. Members present: Bill Ballsieper, Lori Guerette, Russ Marth, John Wichtowski. Also present: Angus McDonald, Duane Gates, Tom Lindner.

Approval of Minutes: on MOTION made by R. Marth, seconded by B. Ballsieper, to approve Regular Meeting Minutes of June 2016 and Special Meeting Minutes of July 14, 2016. Motion CARRIED unanimously.

Treasurer's report: T. Lindner presented Town Deposits Report for review. Noted reviewing of signatories on all accounts. Discussion of various funds including Community Fund, School Society fund, Town Clerk account. Noted that the Garden Club is a separate entity in the town, uses the town tax id., question concerning Beautification funds and possible connection to the Garden Club. Anticipate transfer of funds in the Incubator #500 account to Unappropriated General Fund UGF, an interest bearing account.

Recommendation of Selectmen: none

Correspondence: none

Monthly Budget Report Review: monthly report received for review. Noted that with the end of the 2015-16 fiscal year there should be a surplus contribution to the UGF.

Discussion of various line over expenditures including:

elevator sprinkler inspections - relating to timing of inspections, contract amount budgeted may have been low

town clerk duties - micro filming and index land records line may have also included some purchases, to be looked into

tax collector - used the service for tax bills preparation which resulted in a savings

social services - hours will be looked into, need to add milage costs

library - assistant salary to be looked into why overage

FICA - related to increase in funded special police services

FD vehicle fuel & Oil line - it is indicated that coding places the amount in this line even after correction

utility lights - decorative lights over sidewalk may not provide enough light for a state highway bulky coverage up - revisit next budget

data processing - from ADP and website expenses - need to revisit next budget

FD/AA - yes there were exemptions taken, but accounting practices had changed and aren't reflected in this line since the billing amounts were reduced instead. Discussion on this policy, accountability, will request auditor recommendation

PILOT funds not received

revenues: elderly and veterans revenues from the state should be received, but need explanation as to how applied

Other Business: discussion of DRES school gas conversion, 2.75% interest on loan, elimination of fees by Dime Bank, anticipate still saving \$7,000-\$8,000 each year during the life of the loan, still pursuing rebates or incentives, contractual obligation to have completed before end of September 2016 or will be fined \$70,000 for breach of contract. Noted newspaper article indicated that the fire museum and Historical Society were part of the contract, but this is not accurate.

Noted that a Dick Smith Memorial Fund committee has been established.

Pete Lewis, representing the WPCA, presented budget history and projections, and State report of Methods of Capital Cost Recovery on Water Pollution Control Projects, noted that the past indenture to the Town has been completely reimbursed, user fee is \$435 per unit, there are four employees, tax collector collects all the fees, administrative costs paid to the town, building of Capital Fund - funds will be used for all projects such as manhole replacements or purchases such as vehicles.

Audience of Citizens: none

Adjournment: on MOTION made by R. Marth, seconded by J. Wichtowski, to adjourn at 8:34PM. Motion CARRIED unanimously.

Respectfully submitted:

Lori J. Guerette, CRA COA
Vice-Chairman, Secretary
Board of Finance