

TOWN OF DEEP RIVER
Board of Finance
Regular Meeting Minutes
Tuesday September 25, 2018

The Board of Finance convened its Regular Meeting at the Deep River Town Hall on Tuesday September 25, 2018. Meeting called to order by George Eckenroth, Chairman, at 7:33 PM. Members present: Bill Ballsieper, Lori Guerette, Russ Marth, John Wichtowski. Also present: Angus McDonald, Bill Burdick, Tom Lindner.

Approval of Minutes: on MOTION made by J. Wichtowski, seconded by R. Marth, to approve Regular Meeting Minutes of July 2018. Motion CARRIED unanimously.

Audience of Citizens: none present

Treasurer's report: T. Lindner presented Town Deposits Report for review.

Recommendations of Selectmen: A. McDonald presented memos of September 25, 2018 for review and discussion, noting history of budget development, receipt of funds from the State at the end of the last fiscal year of approximately \$200,000, DRES under-expended at year end by \$119,700, and \$112,000 in supplemental revenue increases. Anticipated \$460,000 total surplus by end of this fiscal year, which is held in the UGF.

The Selectmen recommend not borrowing for the purchase of the two highway trucks and DRES roof repair, to use a portion of the previously discussed revenue for these purchases and repairs, not to expend the \$144,200 budgeted in line 10173-53107 School Roof & Highway Vehicles for a loan and to zero (\$0) out this line to balance the Budget.

Discussion of the purchase of the town vehicles (which is anticipated to cost less than originally projected) and roof repairs at DRES, the Budget assumed taking on dept (a loan) to cover the expenses, using funds from the surplus to cover the planned expenses, desire not to incur dept. Noted that the DRES roof work will have to go out to bid in December/January so work can begin as soon as the school year ends, some roof repairs will have to be done prior to the end of the school year and the expenditure will not exceed the \$220,000 budgeted. Discussion of the fire truck grant, should know the results of this application by the time the budget process has begun, consideration to zero the line 10173-53107 School Roof & Highway Vehicles to maintain a balanced Budget. Discussion of how to locate the funds in the Budget for tracking purposes.

Discussion of spending and fund raising by the Park & Rec Dept, planning of future projects, timing of expenditures and revenues, request to have them come to a future meeting to discuss future projects.

Discussion of history for handling transfers for year end, one-time Budget over-expenditures, has been noted by the auditors that the transfers can be authorised with a vote by the Board of Finance without having to go to a town meeting, this is consistent with standard practices of other towns in the State, that

the Board has closely followed the Budget each month to monitor spending so there are so surprises in any of the over-expenditure amounts.

Recommend transfers to cover the year end Budget over-expended lines as follows:

Selectman \$2,342.34
Assessor \$6,079.94
Communications Center \$1,461.62
Public Utilities \$15,181.28
Municipal Library \$7,925.58
Public Health Nursing \$5.13
Park & Rec \$33,478.86
Building Official \$11,453.26
Tax Collector \$6,220.61
Town Clerk \$2,019.23
Waste Removal/Recycling \$666.73
General Govt Capital \$2,039.62
Fire Marshal \$1.19
Police Protection \$56,876.28

total transfers \$145,751.67

Action on Recommendation of Selectmen: On MOTION made by B. Ballsieper, seconded by J.Wichtowski, to authorise the transfers to cover the over-expenditures as noted in the memo of September 25, 2018. Motion CARRIED unanimously.

General consensus of the Board to adjust line 10173-53107 School Roof & Highway Vehicles to \$0 (zero) to increase the UGF surplus and balance the Budget, and to adjust the Hwy Trucks/DRES Roof line once the actual expenditure amounts for the new trucks are known.

Correspondence: none

Monthly Budget Report Review: monthly report received for review, noted Auditorium line this year is a baseline amount establishing line and to gauge what the expenditures might be during the year, and will be adjusted in coming years, consider changing line 10133-52048 Sanitary Lavatory Rntl Muster to Sanitary Expenditures For Muster to include expenses such as dumpsters for better tracking of Muster expenses, question timing of payments for Tax Relief for Elderly Reserve, Police OT related to Muster expense.

Other Business: A. McDonald noted that T. Lindner will be recipient of the Beacon Award.

Economic Development Commission, history of establishment, how much funding can be applied to this line is based on ordinance which allows funding to be 1/20th of 1% of the Budget, at this point it would be approximately \$9,200, meetings to discuss goals and potential projects, consideration of developing

of a website to promote economic development in the Town, consideration of establishing a line in the Town Budget for this purpose, no figure recommended at this time.

A. McDonald noted the request by the the Fire Commissioners for a meeting with the Board of Finance to discuss how the Fire Commission and department operates and what it's needs and requirements are, a future date to be established, will coordinate with each Board to set a meeting.

Adjournment: on MOTION made by J. Wichtowski, seconded by B. Ballsepier, to adjourn at 8:44 PM. Motion CARRIED unanimously.

Respectfully submitted:

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