

East Windsor Board of Finance
Special Meeting Minutes
June 24, 2009
East Windsor Town Hall

Meeting called to order at 7:30 p.m. by Chairman DeSousa

Members present: Marie DeSousa, Jason Bowsza, Jack Mannette, Bob Little, Alternate Adam Mehan, Alternate Kathy Pippin, Treasurer Catherine Cabral

Members absent: JoAnn Kubic, Al Floyd

Also present were Selectmen Gilbert Hayes and Dale Nelson

Motion made by Mr. Bowsza, seconded by Mr. Mannette, to make Mr. Mehan and Ms. Pippin voting members until the arrival of Ms. Kubic and/or Mr. Floyd. Unanimously approved.

It was pointed out that in the meeting of 5/20, a motion was made and seconded to add an agenda item. This motion was never brought to a vote, but the subject matter was discussed at length in executive session. Ms. DeSousa will get a legal opinion for clarification.

Mr. Bowsza moved, seconded by Mr. Mannette, to adopt the minutes as amended. Unanimously approved.

At this point, Ms. Kubic arrived.

Motion made by Mr. Bowsza, seconded by Ms. Kubic, to make Adam Mehan a voting member until the arrival of Mr. Floyd. Unanimously approved.

Motion by Mr. Bowsza, seconded by Ms. Kubic, to adopt the minutes of the Board of Finance special meeting of June 4th. In favor were Mr. Bowsza, Mr Mehan and Ms. Kubic. Abstaining were Mr. Mannette and Mr. Little.

Discussion followed about the communications that were distributed.

Ms. Kubic made a motion, seconded by Mr. Mehan, to take agenda item VI out of order. It was unanimously agreed.

Ms. Cabral presented the Treasurer's report. Questions were asked relating to the tax collection process. Ms. Cabral will get clarifications for next month.

Ms. Cabral then presented the proposed Capital Assets Policy. Discussion of the policy followed.

Motion made by Ms. Kubic, seconded by Mr. Bowsza, to adopt the Capital Assets Policy as presented. It was unanimously approved.

Ms. Cabral then presented the proposed Investment Policy, which will be used for oversight, not investment decisions.

Motion made by Mr. Mannette, seconded by Mr. Little, to differ a final decision until the next meeting. Mr. Mehan abstained. Members in favor: Bowsza, Kubic, Little and Mannette. No members opposed.

Ms. Cabral next discussed issues surrounding fuel purchases in town relating to the town's obligation for purchase of excess gas and diesel. The cost to the town will be less than was anticipated last month.

OPEB will require notation in our financials starting in the next fiscal year. A representative from Milliman will speak to the Board of Finance at the meeting scheduled for August 19th.

Finally, Ms. Cabral discussed the completion of the CRRA case. The appeal has been resolved in the town's favor, which means we are free to use that money as we see fit. The possibility of using the money to offset some of the current year's tax collection shortfall was discussed.

Motion made by Mr. Bowsza, seconded by Mr. Mehan, to go back in order. It was unanimously agreed.

Ms. Cabral explained that two leased vans can be purchased for the senior center at a reduced rate.

Motion made by Ms. Kubic, seconded by Mr. Mehan, to transfer \$6,400 from Account # 1-08-55-1025-7-799-0658-0 to Account # 1-08-55-1025-7-799-0501-0. It was unanimously approved.

Motion made by Ms. Kubic, seconded by Mr. Mehan, to approve the public works transfer requests as presented (see attached). It was unanimously approved.

Ms. Cabral presented a request from Laurie Whitten, Town Planner, to roll over \$1,000 in the postage line of her budget from this year's budget into next year's budget. Several board members voiced concerns about the request. No action was taken.

Mr. Hayes and Ms. Cabral presented requests for added appropriations from the Board of Selectman to various accounts.

Motion made by Mr. Mannette, seconded by Mr. Little, to table the question of a transfer from 8410 Contingency to 1015 Legal the amount of \$49,601 until Mr. Little has

received the information he requested. Motion defeated 2-3. Those in favor: Mr. Mannette and Mr. Little. Those opposed: Mr. Bowsza, Ms. Kubic, Mr. Mehan.

Motion made by Ms. Kubic, seconded by Mr. Bowsza, to recommend to the Board of Selectmen that they send to Town Meeting a transfer of \$49,601 from 8410 Contingency to 1015 Legal. Motion passed 3-2. Those members in favor: Mr. Bowsza, Ms. Kubic, Mr. Mehan. Those members opposed: Mr. Little, Mr. Mannette.

Motion made by Ms. Kubic, seconded by Mr. Mehan, to recommend to the Board of Selectmen that they send to Town Meeting a transfer of \$67,855 from 8410 Contingency to 1085 Town Property. Motion carried 3-0. Those members in favor: Mr. Bowsza, Ms. Kubic, Mr. Mehan. Those members abstaining: Mr. Little, Mr. Mannette.

Motion made by Ms. Kubic, seconded by Mr. Mehan, moved to transfer \$5,000 from 8410 Contingency to 3180 Public Works. It was unanimously approved.

Motion made by Ms. Kubic, seconded by Mr. Bowsza, to transfer \$10,547 from 8410 Contingency to 8430 Communications. It was unanimously approved.

Motion made by Ms. Kubic, seconded by Mr. Mehan, to recommend that the Board of Selectmen send to Town Meeting a transfer of \$30,811 from 8410 Contingency to 2160 Fire Protection. It was unanimously approved.

Motion made by Ms. Kubic, seconded by Mr. Bowsza, to transfer \$20,544 from 8410 Contingency 2 to various accounts (see attached). Mr. Mannette acknowledged that he agreed this transfer was properly before us. It was unanimously approved.

Motion made by Mr. Mannette, seconded by Mr. Little, to transfer \$38,432 from 8410 Contingency 2 to 8410 Contingency. Motion was defeated 1-3. Those members in favor: Mr. Little. Those members opposed: Mr. Bowsza, Ms. Kubic, Mr. Mehan.

During consideration of the last motion, Mr. Mannette had to leave to attend to an urgent family matter.

Motion made by Mr. Little, seconded by Mr. Bowsza, to make Kathy Pippin a voting member until Mr. Mannette returns.

Motion made by Mr. Bowsza, seconded by Mr. Mehan, to transfer \$17,541 from 8410 Contingency 2 to 1025 Treasurer. It was unanimously approved. ***Motion needs to be corrected, because this transfer needs to go to Town Meeting. Board of Selectmen is correcting***

Motion made by Ms. Kubic, seconded by Mr. Mehan, to recommend that the Board of Selectmen send to Town Meeting a transfer \$20,891 from 8410 Contingency 2 to 8410 Contingency for accounting purposes. It was unanimously approved.

Motion made by Mr. Bowsza, seconded by Mr. Mehan, to transfer \$20,891 from 8410 Contingency to 1195 Tax Collector Retirement Enhancement upon the approval of the previous motion being approved by the town meeting. It was unanimously approved.

Agenda item VII was tabled until next month.

Motion made by Ms. Kubic, seconded by Mr. Mehan, to adjourn at 10:07pm.

Respectfully submitted,

Jason Bowsza
Board of Finance