

**Board of Finance  
Town of East Windsor  
11 Rye Street  
East Windsor, CT**

**MINUTES OF REGULAR MEETING, June 16, 2010 at 7:30 p.m.**

These minutes are not official until approved at a subsequent meeting.

Members Present: Jack Mannette, Danelle E. Godeck, Robert Little, Kathleen Pippin,  
Jason Bowsza and Marie DeSousa  
Members Absent: None  
Alternates Present: Jamie Daniel and Thomas Baker  
Alternate Absent: None  
Others: Denise Menard, Catherine Cabral, Caroline Madore, Samantha  
Lee, Mark Simmons, John Burnham, Richard Pippin, Dale Nelson,  
and many other townspeople  
Press: K. Loucks (Journal Inquirer)

**I. Call to Order**

Chairman Jack Mannette called the Regular Meeting to Order at 7:30 p.m., in the East Windsor Town Hall.

**II. Appointment of Alternates**

Chairman Jack Mannette indicated that Board Member Kathleen Pippin is not in attendance, but will be later in the evening and Mr. Thomas Baker is in attendance and should be appointed as voting member.

It was **MOVED** (Little) and **SECONDED** (Bowsza) and **PASSED** (U) that Mr. Thomas Baker be approved as voting member until such time Ms. Kathleen Pippin arrives at the meeting.

**III. Approval of Minutes**

• **Minutes of May 12, 2010 Public Hearing**

It was **MOVED** (Bowsza) and **SECONDED** (Little) and **PASSED** (U) that the Board of Finance approve the minutes of May 12, 2010 Public Hearing, as presented.

- **Minutes of May 12, 2010 Budget Workshop – Special Meeting**

It was **MOVED** (Bowsza) and **SECONDED** (Godeck) and **PASSED** (U) that the Board of Finance approve the minutes of May 12, 2010 Budget Workshop – Special Meeting as presented.

- **Minutes of May 19, 2010 Regular Meeting**

An error was noted in the May 19, 2010 Budget Workshop Special Meeting Minutes. An amendment to the minutes on Page 1, in the heading is noted. Ms. Jamie Daniel is listed as being present, however, she was not.

It was **MOVED** (Bowsza) and **SECONDED** (Godeck) and **PASSED** (U) that the Board of Finance approve the minutes of May 19, 2010 Regular Meeting, as amended.

- **Minutes of May 26, 2010 – Public Hearing**

It was **MOVED** (Bowsza) and **SECONDED** (Godeck) and **PASSED** (U) that the Board of Finance approve the minutes of May 26, 2010 Public Hearing as presented.

- **Minutes of May 26, 2010 Budget Workshop – Special Meeting**

It was **MOVED** (Bowsza) and **SECONDED** (Little) and **PASSED** (U) that the Board of Finance approve the minutes of May 26, 2010 Budget Workshop – Special Meeting, as presented.

- **Minutes of June 8, 2010 Special Meeting**

It was **MOVED** (Bowsza) and **SECONDED** (Little) and **PASSED** (U) that the Board of Finance approve the minutes of June 8, 2010 Special Meeting, as presented.

#### **IV. Public Input**

Mr. Mark Simmons, Deputy First Selectman, addressed the Board. He indicated he was asked to speak on behalf of the Board of Selectmen regarding procedure. In the spirit of the new Charter, he believes the First Selectwoman has the right to be an ex officio member of all the town's Boards and Commissions. She should be able to be heard at any meeting of a Board or Commission in the town. For example, the Board of Finance should be able to allow her to speak at a Budget Workshop Meeting. She has to answer many questions posed to her by the community regarding any town service.

Mr. Bill Loos, 44 Melrose Road addressed the Board regarding the same subject Mr. Simmons discussed and agrees with Mr. Simmons. He believes the First Selectwoman should be able to participate in meetings of Boards and Commissions; however, she does not have a vote in any decision makings of those Boards and Commission. The Charter does say she can participate, but cannot vote.

Mr. Paul Anders of 89 Main Street addressed the Board. He wanted to discuss the Special Meeting of June 8, 2010 wherein the final budget numbers were approved and a mill rate was set pursuant to the Charter. He thought it was very disturbing, as a member of the public, that the Board of Finance was not unanimous in approving the budget as the new Charter requires.

Ms. Denise Menard, First Selectwoman addressed the Board as a private citizen. She wanted to thank the Board of Selectmen for their support. She was unaware that Mr. Simmons and the Board of Selectmen were going to approach the Board of Finance with the issue of her being an ex officio member of Boards and Commissions in the town.

A citizen who did not give their name stood up and addressed the Board. He wanted to express his concern of the 2% increase over last year's budget. He wants that increase of funds to be put into a special line item in the current budget.

Mr. Bob Lyke of 80 Rye Street addressed the Board. He indicated he was speaking for himself and not any Board, Commission, or Interest Group. He indicated people are quick to criticize Chairman Jack Mannette for his fiscal responsibility, instead of trying to initiating discussion on how to suggest improving fiscal planning for the town. He is hoping that the Board of Finance and the Board of Selectmen can work together and agree on some sort of bi-partisan group to include taxpayers, business owners, senior citizens, and Board Members of various Boards in town, to come up with a five year fiscal game plan for the town.

Ms. Danelle E. Godeck of 20 Lindsay Lane addressed the Board. She wanted to discuss a conversation which took place on June 14, 2010. A comment was made by a current member of the Board of Finance indicating a trader had to be removed from the Board. The words trader and betrayer were used in this conversation. She believes in a democracy government and power to the people and she votes as a Board Member based upon what the majority of the people want. She would like the individual who made that comment to come forward and give them the opportunity to comment on their behavior. (No one came forward after a wait of a minute or two.) She then went on to say that certain individuals make comments that don't stand by them.

Ms. Marie DeSousa of 10 Rice Road addressed the Board. She remarked that everyone has read all the minutes of the last few months concerning the budget process. As of today, she would like everyone to try to work together to move the town forward. The Board can agree or not agree, but all of the Board Members are here to represent the people of East Windsor and need to work together to move the town forward. The Board Members should listen to what was said this evening and take heed.

No other public input was given.

## **V. Communications**

Chairman Jack Mannette remarked about a memorandum which was received from First Selectwoman Denise Menard regarding the Pension Board and to approve individuals to serve on Boards and Commissions. All of this information is public. The Pension Board requires two members of the Board of Finance to sit on the Board. Mr. Jason Bowsza and Ms. Kathleen Pippin will be appointed as those two members. The appointments begin on July 1, 2010. Mr. Mannette indicated at the next Board of Finance Regular Meeting in July, those members will be officially appointed. Ms. Menard agreed that would be fine.

Mr. Mannette discussed the two civil summons and complaints which was received regarding the Board of Assessment Appeals. Copies of the summons and complaints were given to all Board Members for their review.

Mr. Mannette passed out an article from the Journal Inquired dated March 13 and 14, 2010 regarding Department of Labor Bureau of Statistics regarding municipalities. Some Board Members made comments they have received this article in the past.

## **VI. Monthly Reports**

### **a. Tax Collector's Report**

Ms. Samantha Lee, Tax Collector, addressed the Board. She gave to all Board Members a copy of a report entitled "Tax Collector's Report to Board of Finance 7/1/2009 through 5/31/2010". She asked the Board if they had any questions regarding the contents of the report. She indicated the report shows percentage of collection for the fiscal years 2007-2008 through 2009-2010 and the corresponding grand list years. She explained to the Board why her figures and the Treasurer's figures are not corresponding. Her report is the actual collected revenue as of May 31, 2010; wherein Ms. Cabral's figures are based upon projected total revenue. She also explained the reasoning for showing the two previous year's back tax collections is to give the Board some idea if collections are below or above the previous year. She compared

three years of the grand list delinquencies. She began discussing the second page of her report compares grand list year 2008 (01/01/10 – 5/31/10) to grand list year 2005(01/01/07 – 05/31/07), 2006 (01/01/08 – 05/31/08), and 2007 (01/01/09 – 05/31/09). It compares the increases/decreases and percentage of what collected.

Chairman Jack Mannette and Ms. Samantha Lee discussed the report in detail. Ms. Marie DeSousa commented on a job well done by the tax collector in her reporting and collections. Mr. Mannette inquired if the revenue and expenses are equal. He indicated the total tax revenue is at 98%. Ms. Cabral noted the date of the report is only through May 31, 2010. Mr. Mannette questioned if the tax collector will collect an additional \$370,000 in the month of June.

Ms. Kathleen Pippin arrived at the meeting at 7:57 p.m.

Chairman Jack Mannette indicated that Board Member Kathleen Pippin has arrived at the meeting and is in attendance.

It was **MOVED** (Bowsza) and **SECONDED** (Little) and **PASSED** (U) that Ms. Kathleen Pippin be approved as voting member instead of Mr. Thomas Baker, alternate.

A discussion was held between Mr. Mannette, Ms. Cabral, and Ms. DeSousa regarding the percentage of revenue collections and the upcoming audit. Ms. Cabral reassured Mr. Mannette that the collections have increased from last year and it will show same in the next audit report.

Chairman Jack Mannette began discussing a memorandum the Board of Finance received from Ms. Samantha Lee regarding suspense transfers. He indicated that every year the tax collector is obligated in accordance with Section 12-165 of the Connecticut General Statutes; to transfer to the Suspense Tax Book any unpaid accounts deemed to be uncollectible. Transferring unpaid accounts to Suspense is not an abatement of any such taxes but a mechanism by which taxes, interest, and penalties remain collectible for the remainder of their fifteen years yet do not represent inflated assts. A Collector's Certification containing a breakdown of the unpaid accounts which the tax collector is recommending to be transferred was given to the Chairman for his signature. The breakdown is as follows: \$49,856.64 (Personal Property), \$52,679.07 (Motor Vehicle), and \$9,803.85 (Motor Vehicle Supplemental). The total transfer is in the amount of \$112,339.56. Mr. Mannette asked if anyone had any questions regarding this document and if they had any objection to same. No objection or questions were entertained and Mr. Mannette signed the Collector's Certification as requested.

## **b. Treasurer's Report**

Ms. Catherine Cabral, Treasurer, addressed the Board of Finance. She discussed the memorandum dated June 10, 2010 to all Board Members and Ms. Denise Menard, First Selectman. The document is broken down in four subjects: Cash, Tax Collections, Assessor Information, and Treasurer Update. As of May 31, 2010, the cash position of the Town is as follows: Webster Bank \$2,497,418; New England Bank (formerly Enfield Federal Savings) \$599,560; TD Banknorth \$573,356; STIFF \$1,192,410; and MBIA Class \$36,470.

A brief discussion between Ms. Cabral and Mr. Mannette regarding the ECS Grant/School Transportation Grant from the State and the additional revenue which will be received by the end of the fiscal year. She indicated the governor changed the allocation of the grant, but the funds will still be received.

## **c. Assessor's Report**

Ms. Catherine Cabral gave to all Board Members a copy of the Assessor's report dated June 11, 2010. The report lists the four pending cases in the Superior Court regarding assessment appeals. She then began discussing the reevaluation process for 2012. Mr. Mannette asked Ms. Caroline Madore, if she could comment regarding the revaluation process and if the process could be delayed. Ms. Madore indicated if the reevaluation process is delayed, the town could lose approximately 10% in grant and aid money from the State. The revaluation process is governed by State Statute. It can be delayed for certain reasons, such as, death of the assessor without having to pay a penalty. A question arose from the audience of the cost of the reevaluation and Ms. Madore estimates the cost at approximately \$250,000. She discussed the different options the town may have to have a proper approved State revaluation.

A discussion was held among Ms. Madore, Mr. Mannette, an audience member, and Ms. DeSousa regarding the revaluation process. Ms. Madore indicated the reevaluation figures are based upon the current market values of personal and real property.

Ms. Madore remarked about the pending appeals cases indicating pretrial conference have been scheduled.

## **d. 2009/2010 Budget by Department Report**

Ms. Cabral gave a sheet to all Board Members entitled "Revenue Comparison" which broke down State Funds, Town Clerk, Building Department, Tax Collector, and Total Fiscal Year from years 2005-2006

through 2009-2010. Total revenue received through May 31, 2010 is approximately 95%. Mr. Mannette voiced his concerns about being able to catch up by the end of the year. Ms. Cabral indicated the \$1.25 Million reserve will be used to close the gap. Ms. DeSousa wanted more clarification on this subject, and was told later in the meeting she would have that clarification.

**e. Expense Report – Budget by Department**

Ms. Cabral commented that there is still a freeze in spending and that all department heads have instructed them to keep a close eye on expenses. With the freezes in place and attempting to keep expenses low, it is hoped it is not necessary to use the entire \$1.25 Million reserve and to try to keep expenses and revenue equal.

Mr. Mannette commented on the current expense report and indicated there are numerous department budget overruns. Ms. Cabral indicated that subject will be addressed later in the meeting. However, she did say the transfers to cover some of the budget overruns are just reallocating the funds in different lines within the department's budget. Ms. Menard reiterated all departments have been extremely careful on their expenses.

**f. Budget Overruns and Added Appropriations Policy**

Board Secretary Danelle Godeck indicated the Budget Overruns and Added Appropriations Policy were discussed at a recent Board of Selectmen Meeting. One clarification was made, which was a typographical error and Ms. Godeck indicated the change was made. The policy was approved by the Board of Selectmen and the policy will be implemented starting on July 1, 2010. Mr. Mannette thanked Ms. Godeck and Ms. Menard for all of their hard work creating such a policy. Ms. DeSousa wanted to commend First Selectwoman Denise Menard for all of the staff meetings and all efforts of all departments by keep their expenses down as they are aware of the budget process. Keep up the good work.

**g. Monthly Transfers**

Ms. Cabral and Ms. Menard addressed the Board regarding monthly transfers and the process of same. Some transfers require, after approval of Board of Selectmen and Board of Finance to be recommended for a town meeting before the transfer can take place. Ms. Menard and Ms. Cabral are recommending a new form be put into place so any transfers which require a town meeting and therefore it will be easier and less cumbersome for staff to notice a town meeting. Unfortunately, that form was not available for the meeting and would have to be emailed to all Board Members for their review.

- **Warehouse Point Fire Department**

Chairman Jack Mannette first began discussing a memo which the Board of Finance received from First Selectwoman Denise Menard regarding adding a transfer to Warehouse Point Fire Department in the amount of \$11,183 to repair the roof. Mr. Mannette is concerned with taking money from the contingency fund and unexpected expenses may arise which that money may be needed. He is unsure if there is enough money to cover the expenses. Ms. Cabral indicated some CIP projects have been completed under budget and those funds are rolled into the general fund and therefore there is money available. According to Becky of the Selectwoman's office, the project to fix the air conditioning in the town garage was less leaving a balance of \$11,687.00 and therefore \$11,183 of that money can be transferred to the Warehouse Point Fire Department to repair the roof. Ms. DeSousa commented she has spoken to the Chief, Jim Barton, and the quote which was obtained does not include the stripping of the roof and it would he would be looking for a little more. She is suggesting transferring the whole \$11,687. Chairman Jack Mannette began discussing the requests to transfer funds.

It was decided that a new line item will be created for Capital Improvement Project for the fire department. The money will be transferred to the new line.

It was **MOVED** (DeSousa) and **SECONDED** (Little) and **PASSED** (5-1)(K. Pippin opposed) that the Board of Finance recommends the transfer of \$11,687.25 from Account No.: 1-01-55-9447-7-799-07-02-0 Capital Improvement Projects to a new Account No.: 1-01-55-9447-7-799-07-02-1.

- **Public Works Department**

The next transfer which was discussed was Public Works Department request of transferring \$1,100 for expenses of standby pay and overtime park and recreation ground. A brief discussion was held.

It was **MOVED** (Little) and **SECONDED** (DeSousa) and **PASSED** (U) that the Board of Finance recommends the following transfers to a Town Meeting for approval:

\$500.00 from Account No.: 1-01-25-3180-1-102-0000-0 Overtime to Account No.: 1-01-25-3180-1-109-0000-0 Standby Pay.

\$600.00 from Account No.: 1-01-25-3180-1-102-0000-0 Overtime to 1-01-25-3180-1-102-0000-0 Overtime – Parks and Recreation Grounds.



- **Assessment Appeals Board**

The transfer of \$45.00 from advertising to postage was discussed. This transfer does not have to go to a town meeting.

It was **MOVED** (Little) and **SECONDED** (DeSousa) and **PASSED** (U) that the Board of Finance approves the following transfers:

\$45.00 from Account No.: 1-01-10-1045-5-540-0000-0 Advertising to 1-01-10-1045-5-545-0000-0 Postage.

- **CIP**

The transfer of \$50,000 from Assessor Revaluation to CNR Assessor Revaluation was discussed. This transfer requires a town meeting for approval.

It was **MOVED** (Little) and **SECONDED** (DeSousa) and **PASSED** (U) that the Board of Finance recommends the following transfer to a Town Meeting for approval:

\$50,000.00 from Account No.: 1-01-55-9447-7-799-0110-0 Assessor – Revaluation to Account No.: 1-01-55-1025-7-799-0110-0.

- **CIP/CIP Reserves**

It was **MOVED** (Bowsza) and **SECONDED** (Little) and **PASSED** (U) that the Board of Finance recommends the following transfer to a Town Meeting for approval:

\$65,000.00 from Account No.: 1-01-55-9445-7-799-0375-0 Highway Truck Replacement to Account No.: 1-08-55-1025-7-799-0494-0 Public Works Truck Replacement.

\$19,240.00 from Account No.: 1-01-55-9445-7-799-0582-0 P & R Equipment Purchase to Account No.: 1-08-55-1025-7-799-0479-0 P&R Equipment Purchase.

\$49,145.44 from Account No.: 1-01-55-9447-7-799-0632-0 Public Works Drainage to Account No.: 1-08-55-1025-7-799-0483-0 Public Works Drainage.

\$18,394.00 from Account No.: 1-01-55-9447-7-799-0634-0 Public Works Heating Units to Account No.: 1-08-55-1025-7-799-0497-0 (New Account) Public Works – Heating Units.

- **Public Works/Employee Benefits**

The transfer of \$2,140.00 from workers' compensation line to retirement enhancement line was discussed. This transfer does not have to go to a town meeting.

It was **MOVED** (Little) and **SECONDED** (DeSousa) and **PASSED** (U) that the Board of Finance approves the following transfers:

\$2,140.00 from Account No.: 1-01-25-3195-2-202-0000-0 Workers' Compensation to 1-01-25-3195-2-204-0000-0 Retirement Enhancement.

- **Registrars**

The transfer of \$201.00 from contingency fund to local primary was discussed. Chairman Jack Mannette questioned this transfer indicating the town has not had a local primary and didn't understand why this money had to be transferred. Ms. Cabral indicated to him that the account has a negative balance and telephone charges have to be paid. Mr. Mannette indicated the transfer is denied and should be tabled for another meeting.

- **Unemployment Compensation**

The transfer of \$2,751.00 from contingency fund to Connecticut unemployment taxes was discussed. Recently, the town received an invoice from the Department of Labor. Ms. Menard indicated she questioned the total and has contacted the Department of Labor to explain the invoice and to give the names of the people collecting the compensation. The names were from employees who worked for the town years ago.

It was **MOVED** (Little) and **SECONDED** (DeSousa) and **PASSED** (U) that the Board of Finance recommends the following transfer to a Town Meeting for approval:

\$2,751.00 from Account No.: 1-01-50-8410-8-890-0000-0 Contingency to Account No.: 1-04-35-7350-2-215-0000-0 CT Unemployment Taxes.

- **Planning and Development**

The transfer of \$100.00 from conference training to recording secretary was discussed. This transfer does not have to go to a town meeting.

It was **MOVED** (Little) and **SECONDED** (DeSousa) and **PASSED** (U) that the Board of Finance approves the following transfers:

\$100.00 from Account No.: 1-01-10-1120-3-325 Conference Training to 1-01-10-10-1120-1-110 Recording Secretary.

▪ **Police Department**

The police department is requesting various transfers totaling over approximately \$29,000 from various accounts.

The main transfer involves transferring funds into the salary accounts to the overtime accounts. Mr. Mannette had questions regarding this transfer including the grants. Ms. Cabral indicated the grants will come later for reimbursement. There were many questions posed to Ms. Menard and Ms. Cabral which they could not answer and suggested this transfer be tabled until the next meeting so the Chief can attend the meeting and explain the transfer.

It was **MOVED** (Bowsza) and **SECONDED** (Little) and **PASSED** (U) that the Board of Finance approves the tabling of the agenda item Transfers – Police Department for the next Regular Meeting in July.

▪ **Tax Collector**

The tax collector is requesting various transfers from the salary to office supplies and postage.

A motion was entertained by Ms. Marie DeSousa and seconded by Mr. Jason Bowsza to approve the transfers from salary to office supplies and postage. A discussion was held regarding transferring monies from the salary line instead of taking out of contingency. The reason being there is extra money in the salary line. It was decided that a policy is in place not to take from the salary line and the monies transfers should come from the contingency. The motion failed.

It was **MOVED** (Little) and **SECONDED** (DeSousa) and **PASSED** (U) that the Board of Finance recommends the following transfers to a Town Meeting:

\$28.00 from Account No.: 1-01-50-8410-8-890-0000-0 Contingency to 1-01-10-1040-3-325-0000-0 Conference Training.

\$369.70 from Account No.: 1-01-50-8410-8-890-0000-0 Contingency to 1-01-10-1040-6-610-0000-0 Office Supplies.

\$1,800.00 from Account No.: 1-01-50-8410-8-890-0000-0 Contingency to 1-01-10-1040-5-545-0000-0 Postage.

**g. Fund Balance Policy**

Ms. Catherine Cabral submitted to the Board of Finance a copy of the fund balance policy which needs to be approved by the Board of Finance. She discussed as required by GASB 54, arrangements of a gradual increase of one percent per year are required to restore the general fund unrestricted balance should it fall below the minimum level for any unforeseen circumstances.

The maintenance of unrestricted fund balance is an element of sound fiscal management required for sustaining a good credit rating and financial management flexibility.

A discussion was held among Ms. Cabral, Ms. Menard, Ms. DeSousa and Ms. Mannette regarding the fund balance policy.

It was **MOVED** (DeSousa) and **SECONDED** (Bowsza) and **PASSED** (U) that the Board of Finance accepts the Fund Balance Policy as presented dated June 16, 2010.

**h. Moody's Surveillance**

Ms. Catherine Cabral gave out a packet from Webster Bank dated June 15, 2010 addressed to the First Selectwoman Denise Menard. Ms. Cabral indicated she received a telephone call from the financial advisor at Webster Bank indicating that Moody's has requested surveillance be done on the Town of East Windsor due to the general fund balance. Moody's has been recalibrating the ratings of municipalities. Ms. Menard indicated that since the market collapse municipalities have received lower ratings. When she spoke to the advisor from Webster Bank, the advisor indicated that the town could expect a negative watch or a downgrade in their rating. However, on Monday, June 14, 2010, the First Selectwoman's Office received a telephone call indicating the rating of Aa2 will stay the same and the surveillance has ended.

**VII. Old Business**

None.

**VIII. New Business**

**a. Appointment of Auditor**

Chairman Jack Mannette indicated to the Board of Finance that every year an audit has to be performed and an auditor must be hired. Last year the firm BlumShapiro completed the audit. A proposed contract with BlumShapiro

has been received. Ms. Menard indicated the auditor can go out to bid. But Ms. Cabral stated the process takes months and the contact is due back by June 30, 2010. Ms. Godeck and Ms. Pippin suggested next year the town should put this contract out to bid. Mr. Mannette inquired if any of the Board Members had a problem with him signing the contract for the audit. He signed the contract and gave it to Ms. Cabral.

#### **b. 2010-2011 Budget**

First Selectwoman Denise Menard addressed the Board. She gave copies of a memorandum from the Board of Selectmen entitled “Board of Selectmen 2010-2011 General Government Budget Recommendations” dated June 16, 2010. The memorandum indicated that the Board of Selectmen meeting on June 15, 2010, the Board voted to recommend to the Board of Finance funding of the 2010-2011 General Government Budget as follows:

- (1) Fund the General Government Department budget line items as submitted by the Board of Finance to Referendums held on May 25, 2010 and June 8, 2010 in the amount of \$13,533,432.
- (2) Fund Contingency Fund Account Section 8-5(B)(4) – Account No.: 0-01-50-8-899-000-0 in the amount of \$140,104 to be used as needed throughout the year.

Ms. Marie DeSousa asked if the amount is the same amount agreed upon at the June 8, 2010 meeting wherein the Board of Selectmen \$268,000 and Board of Education \$309,000. Mr. Jason Bowsza read from the June 8, 2010 Minutes and indicated it was.

Ms. Marie DeSousa entertained a motion to accept the recommendations of the Board of Selectmen in allocating the funds for the 2010-2011 General Government Budget as contained in a memo dated June 16, 2010. Mr. Jason Bowsza seconded the motion. A discussion was held. Mr. Robert Little indicated that based upon the lawyer’s opinion the budget for 2010-2011 reverts back to the 2009-2010 budget. The 2% is to be put into a contingency line and monies will have to be transferred in the transfer process according to the new Charter. Ms. DeSousa wanted to see in the Charter where this was stated and indicated that was not her interpretation. Mr. Mannette indicated the lawyer has been paid a lot of money for his legal opinion. Mr. Mannette indicated what stood out of that opinion was if the budget failed at the third referendum, the portion of the 2% to the Board of Education is given to the Board of Education and the Board allocates where the money goes, according to State Law. The Government Budget portion of the 2% of \$268,109 goes into a line item. Mr. Mannette indicated the three referendums failed and therefore the budgets that were proposed are not valid. The \$268,109 goes into a separate account and will be allocated in the transfer process. Ms. DeSousa disagreed with Mr. Mannette and Mr. Little. Her interpretation is

that the portion of the 2% be given in a lump sum to the Board of Education and Board of Selectmen and those Boards allocate the monies.

A lengthy discussion was held among all Board Members, Ms. Menard, and Ms. Cabral regarding the interpretation of the lawyer's opinion regarding the Charter changes. It was finally decided that a Special Meeting will be held as soon as possible, preferably before July 1, 2010 with Attorney Steve Mednick so he can answer questions the respective Boards have regarding the distribution of the 2% increase.

**IX. Adjournment**

It was **MOVED** (Little) and **SECONDED** (Godeck) and **PASSED** (5-1) (M. DeSousa, opposed) that the Board of Finance adjourns the June 16, 2010 Regular Meeting at 9:57 p.m.

Respectfully Submitted,

Denise M. Piotrowicz  
Recording Secretary

## Exhibit A

May 19, 2010

### Minutes of March 24, 2010 Public Hearing

As requested, I called the local access unit at Cox Cablevision at 860-698-6120. I spoke to Lynn who handles all of East Windsor broadcasts. She indicated to me that she was the person who transferred the video to DVD for the broadcast and for the library. I told her I was told the DVD was cut off at the end. She informed me it was not and the same copy of they have at the library is the same copy she has at Cox.

I called Warehouse Point Library and asked if I could view the DVD. I was told I could check it out and look at it and return it. I picked up the DVD and watched it, paying particular attention to the end of the meeting wherein a question of who voted for the adjournment of that meeting.

From what I saw, Kathleen Pippin did vote for adjournment. She nodded her head and can be heard saying yes (although very softly). However, I was incorrect by stating the minutes that Marie DeSousa and Jason Bowsza voted against adjournment. I will correct the minutes as noted.

### Minutes of April 13, 2010 – Budget Workshop

I reviewed my notes as requested by the Board. Ms. DeSousa is correct by saying she motioned the board and for some reason I didn't put it in the minutes. It is completely my error. This paragraph should go on Page 2, Paragraph 5. It should be added after Jack Mannette inquires if there are any other proposals. No response was made.

The motion was entertained by Ms. Marie DeSousa that the proposed budget in the amount of \$33,766,497 with a mill rate of 25.29 put forth for consideration at a public hearing on April 26, 2010 at the East Windsor Middle School. A discussion was held after the motion was made to discuss other savings by the Board of Education before the budget is put forth to the public. The motion was not seconded.

I was also asked to check my notes on what time Mr. Robert Little arrived to the meeting on April 13, 2010. It was questions if he attended this meeting. Looking through my notes, Mr. Robert Little arrived at 7:36 p.m. and the meeting adjourned at 8:03 p.m.

I can amended the minutes to Page 2 on the bottom after the motion was passed is when Mr. Little arrived according to my notes. I can offer my notes for proof if need be.