

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

MINUTES OF REGULAR MEETING, July 21, 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, and Marie DeSousa
Members Absent: Jason Bowsza
Alternates Present: Jamie Daniel
Alternate Absent: Thomas Baker
Others: Denise Menard, Catherine Cabral, Caroline Madore, Richard Pippin, Donna Grant, Dave Lockwood, Fred Moffett, 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 Jason Bowsza is not in attendance, he is away on vacation and Ms. Jamie Daniel is in attendance and should be appointed as voting member.

It was **MOVED** (DeSousa) and **SECONDED** (Little) and **PASSED** (U) that Ms. Jamie Daniel be approved as voting member.

III. Approval of Minutes

Minutes of June 16, 2010 Regular Meeting

An error was noted in the June 16, 2010 Regular Meeting Minutes. An amendment to the minutes in Section IV, Paragraph 7 is noted.

“...indicating a **trader** had to be...”

to

“...indicating a **traitor** had to be...”

and

“The words **trader** and betrayer...”

to

“The words **traitor** and betrayer...”

It was **MOVED** (Little) and **SECONDED** (Daniel) and **PASSED** (U) that the Board of Finance approve the minutes of June 16, 2010 Regular Meeting, as amended.

Ms. Danelle E. Godeck arrived at the meeting at 7:35 p.m.

IV. Public Input

Ms. Donna Grant, a Board Member of the Warehouse Point Public Library, addressed the Board. She was there representing the library requesting the Board of Finance to release funds and to finalize the budget. She indicated the library is dependent on the funds to pay for expenses, such as, utilities and payroll.

Mr. Dave Lockwood, Chief of the Board Brook Fire Department, addressed the Board. He indicated he echoes Ms. Grant’s concerns. The new fiscal year has begun and the department does know what the budget is. They also have to pay for expenses and he asks the Board to finalize the budget so the department knows where it stands.

Mr. Fred Moffett of Daniel Drive addressed the Board. He has recently moved into the Town of East Windsor and has been following the budget process and wanted an explanation of same. His understanding of the process was if the budget did not pass by the third referendum, the budget would increase by two percent; however, the current budget did not pass and his taxes are increasing by ten percent. He wanted an explanation. Chairman Jack Mannette explained to Mr. Moffett who the process worked and why his taxes are increasing ten percent.

A brief discussion among Mr. Moffett, Mr. Mannette, Ms. DeSousa, and Mr. Little was held discussing the Charter Revision and the current legal opinion of same.

No other public input was given.

V. Communications

Chairman Jack Mannette remarked about two legal notices of intent to sue the Town. He asked any Board Members if they would like to review same.

Ms. Marie DeSousa wanted to mention the report from Webster Bank dated June 15, 2010 addressed to the First Selectwoman Denise Menard. Ms. DeSousa indicated the report was given to all Board Members at the last meeting, but was

not discussed because of the length of the report and the Board Members were unable to review same before the meeting. She wanted to comment for the public on the report which indicated the Town of East Windsor is in better financial shape than first thought. First Selectwoman Denise Menard Moody's has been recalibrating the ratings of municipalities. She 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. The report gives the Town of East Windsor a rating of Aa2 which is up from A1. The significant raise in the rating is due to the policies and procedures the Town has recently put in place. Ms. DeSousa wanted to thank all of the Town employee's for a job well done.

VI. Monthly Reports

a. Assessor's Report

Ms. Caroline Madore addressed the Board regarding a memorandum dated July 16, 2010 entitled "Assessor's Status Report". Attached to the Memorandum was a current listing of Appeals to the Superior Court relative to the Grand List of October 1, 2009. She noted the deadline for filing the Appeals to the Superior Court ended June 25, 2010 and therefore the list which was give to the Board Members is complete.

Pretrials are scheduled for August 26, 2010 at New Britain Superior Court. She discussed the properties which are involved in the appeals, which are as follows: 33 Apothecaries Hall Road; 47 Plantation Road; 55 Plantation Road; 53 Prospect Hill Road; 4 Prospect Hill Road; and 64, 66, and 68 Prospect Hill Road.

Ms. Madore then began discussing new legislation. In the past, the Town would receive payments from the State for cell tower equipment. The new legislation indicates the payments should go directly to the Town. However, some of that equipment has been written off the books, but ATT recently indicated the Town of East Windsor should receive monies as long as the property was kept on the books. Eventually, telephone communications equipment will be added to the assessment.

b. Treasurer's Report

Ms. Catherine Cabral, Treasurer, addressed the Board of Finance. She discussed the memorandum dated July 16, 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 June 30, 2010, the cash position of the Town is as follows: Webster Bank \$1,414,270; New England Bank (formerly Enfield Federal Savings)

\$537,865; TD Banknorth \$573,521; STIFF \$510,521; and MBIA Class \$36,487.

c. Tax Collector's Report

Ms. Catherine Cabral indicated the report "Tax Collector's Report to Board of Finance 7/1/2009 through 6/30/2010" was emailed to all Board Members. 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.

Chairman Jack Mannette inquired why the figures on this report were different from Ms. Cabral's report. Ms. Cabral indicated her figures are not final. They will not be final until the books are closed for the fiscal year. Mr. Mannette inquired when the books will be closed. Ms. Cabral estimated the books would be closed by October when the auditors begin the audit. Mr. Mannette insisted the books are traditionally closed at the end of August and not in October. Ms. Cabral asked if the Board Members had any other questions. Ms. Marie DeSousa inquired about back taxes, including suspense accounts. She indicated she appreciated the work the tax collector has done in collecting delinquent taxes.

Ms. Cabral began discussing a memorandum the Board of Finance received from Ms. Samantha Lee regarding suspense transfers amendment. On June 16, 2010 the Board of Finance approved the Transfer Accounts to the Suspense List as required by the Connecticut General Statutes. In preparing to transfer the records, it came to the attention of Ms. Lee, a computer error was made and the suspense listing included accounts that had been paid prior to flagging the accounts for suspense. Therefore, the total suspense transfer is \$355.51 lower than the initial certification. An Amended 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: \$49,882.85 (Personal Property), \$52,186.73 (Motor Vehicle), and \$9,914.47 (Motor Vehicle Supplemental). The total transfer is in the amount of \$111,984.05. 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 Amended Collector's Certification as requested.

A comment was made regarding the stack of copies which has to be printed for each Board Member. A brief discussion was held among the Board Members, Ms. Menard, and Ms. Cabral discussing the distribution of the Board of Finance agenda and attachments. Mr. Mannette made it clear it was the responsibility of the Board Members to print their copies and they could use the Town Hall facilities to make such copies for the upcoming meetings. Ms. Godeck jokingly indicated she can get the documents on her Blackberry.

d. Expense Report June 2010

Mr. Mannette asked Ms. Cabral why he did not have in his possession the expense report for June, 2010. He wanted the report so he could have knowledge of the expenses for the end of the month. Ms. Cabral indicated the report is not complete due to the fact the books have not yet officially closed. Mr. Mannette again inquired as to why closing the books is taking such a long time as he has inquired with two other town treasurers who have indicated to him their books are closed at the end of August. Ms. Cabral told Mr. Mannette many towns close their books later than August. She also suggested if this subject should be addressed at an executive session. Mr. Mannette disagreed. Mr. Mannette wanted the record to show that he does not have an expense report beyond the June 9, 2010 which are figures as of the end of May and he is being asked to make decisions based upon those expenses. Ms. Cabral indicated the process is the same every year. Ms. Menard interjected indicating that the Treasurer is concerned giving figures which haven't been finalized. She could give the Chairman a preliminary year end report. Mr. Mannette thought this was a great suggestion. It was also suggested that Mr. Mannette contact Ms. Cabral prior to the meeting so any reports he or other Board Members are requesting, can be available at the meeting.

g. Monthly Transfers

Ms. Cabral and Ms. Menard addressed the Board regarding the following monthly transfers.

▪ Police Department

Ms. Cabral explained to the Board the transfer requests of the Police Department: \$15,187 from Salary ACO account to OP Trans Account – Dog Fund; \$242 from Salary OT to OP Trans Account – Dog Fund; and, \$1,290 FICA/Medicare ACO to OP Trans Dog Fund. The Transfer ACO funding is done every year. Chairman Jack Mannette wanted an explanation of this transfer and referred to the May Expense Report. Ms. Cabral indicated to him that these transfers are re-classing the expenditures which are done every year. Mr. Mannette indicated he wanted more explanation because he is unclear why this transfer is taking place. Ms. Menard reiterated why the Chairman of the Board of Finance should be in contact with the Treasurer before the meetings so such questions can be answered before the meeting. The Board of Selectmen has met regarding transfers so they can be presented to the Board of Finance in a timely manner.

It was **MOVED** (DeSousa) and **SECONDED** (Daniel) that the Board of Finance approves the transfers of \$15,187.00 from Account No.: 1-01-15-2145-9-961-0000-0 Salary ACO to Account No.: 1-01-15-2175-9-961-0000-0 OP Trans-Dog Fund; \$242.00 from Account No.: 1-01-15-2145-9-961-0001-

0 Salary O/T ACO to Account No.: 1-01-15-2175-9-961-0000-0 OP Trans-Dog Fund; and, \$1,290 from Account No.: 1-01-15-2195-9-201-0000-0 FICA/Medicare ACO to Account No.: 1-01-15-2175-9-961-0000-0. If required, this Board recommends the above entitled transfers to a Town Meeting, if required.

The vote was taken:

In Favor – Ms. Dannelle Godeck, Ms. Marie DeSousa, Ms. Jamie Daniel and Ms. Kathleen Pippin

Opposed – Mr. Robert Little because he was not in possession of a current expense report, more recent than May 31, 2010.

Motion passed.

▪ **WPCA**

The next transfer which was discussed was WPCA request of transferring \$5,000 from Operating Trans-WPCA to CNR WPCA Sinking Fund line. This transfer is done every year. A brief discussion was held.

It was **MOVED** (DeSousa) and **SECONDED** (Daniel) and **PASSED** (U) that the Board of Finance approves the transfer of \$5,000 from Account No.: 1-01-30-4220-9-960-0000-0 OP Trans – WPCA to Account No.: 1-08-55-1025-7-799-0723-0 WPCA – Sinking Fund, as presented and recommend to a Town Meeting, if necessary.

▪ **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. Ms. Cabral indicated the transfers were approved by the Police Commission and needed to be approved by the Board of Finance.

A Motion was entertained by Ms. DeSousa and seconded by Ms. Daniel to approve the transfers as listed in their request dated June 29, 2010 and if required, it should be recommended to a Town Meeting. Mr. Mannette had questions regarding this transfer including the grants. Ms. Cabral indicated the grants will come later for reimbursement. Mr. Mannette indicated this request was rejected at the last meeting. Ms. DeSousa indicated the minutes from the last meeting indicate this transfer would be tabled until this meeting so the Police Commission could explain their requests. Ms. Godeck indicated the transfers involve training and certifications.

A vote was taken.

In Favor – Ms. Dannelle Godeck, Ms. Marie DeSousa, Ms. Jamie Daniel and Ms. Kathleen Pippin

Opposed – Mr. Robert Little

Motion was passed.

▪ **Transfers recommended by the Board of Selectmen**

A handout was given to all of the Board Members dated July 14, 2010 entitled “Town of East Windsor 2009-2010 Budget Transfers”. It listed transfers which have been recently recommended by the Board of Selectmen.

The first transfer listed was to the Fire Department Physicals and Immunizations (Account 2150/330) from Physicals and Immunizations (Account 5245/330) in the amount of \$3,109.00.

It was **MOVED** (DeSousa) and **SECONDED** (Daniel) and **PASSED** (U) that the Board of Finance approves the transfer of \$3,109.00 to Account No.: 2150/330 FD Physicals & Immunizations from Account No.: 5245/330 Physicals and Immunizations, as presented.

The next transfer listed involved taking funds from the workers’ compensation. The total amount would be approximately \$14,470.22 and the monies would be transfers as follows:

To	4205/547	Collection/Disposal	6,500.00
From	5295/202	Workers Comp	
To	1055/802	Probate Court	470.22
From	5295/202	Workers Comp	
To	1015/350	Town Counsel & Legal	7,500.00
From	5295/202	Workers Comp	

A Motion was entertained by Ms. Daniel and seconded by Ms. DeSousa to approve the transfers as presented. A discussion took place among Ms. Cabral, Ms. Menard, and Mr. Mannette. Mr. Mannette inquired about the legal fees. Ms. Menard indicated her office has contacted all of the attorneys which have been used in the past year to confirm their final bill. Due to the charter revision and other legal issues the town has been faced with in the past year, the legal fees have been high.

A vote was taken.

In Favor – Ms. Dannelle Godeck, Ms. Marie DeSousa, Ms. Jamie Daniel and Ms. Kathleen Pippin

Abstained – Mr. Robert Little

Motion was passed.

The next transfer discussed was to move \$11,687.25 into the Warehouse Point Fire Department Repairs line. It is an end of the year transfer. Mr. Mannette indicated this transfer is for the roof repair at the firehouse.

A Motion was entertained by Ms. DeSousa and seconded by Ms. Daniel to approve the transfer of \$11,687.25 to Account No.: 1025/0716 CNR/WHPFD Repair from Account No.: 9445/0916 WHPFD Repair as presented, and recommend to a Town Meeting if necessary.

A vote was taken.

In Favor – Ms. Dannelle Godeck, Ms. Marie DeSousa, Ms. Jamie Daniel and Mr. Robert Little

Opposed – Ms. Kathleen Pippin

Motion was passed.

The next transfer discussed was a transfer of \$1.00 from the salary part-time line to the salary full-time line for the Treasurer.

It was **MOVED** (DeSousa) and **SECONDED** (Daniel) and **PASSED** (U) that the Board of Finance approves the transfer of \$1.00 to Account No.: 1025/100 Treasurer Salary FT from Account No.: 1025/101 Treasurer Salary PT, and recommend to a Town Meeting if necessary.

The next transfer discussed was a transfer of \$4,091.00 to the salary part-time line from the salary full-time line for the Town Clerk. The reason for the transfer is the increase in hours for part-time employee due to a vacant position in the office.

It was **MOVED** (DeSousa) and **SECONDED** (Daniel) and **PASSED** (U) that the Board of Finance approves the transfer of \$4,091.00 to Account No.: 1030/101 Town Clerk Salary PT from Account No.: 1030/100 Town Clerk FT, and recommend to a Town Meeting if necessary.

The next transfer discussed from the sheet was moving funds to the Health/Life Insurance Premiums totaling approximately \$16,398. A brief

discussion was held regarding the proposed transfer. It was explained that health/life insurance premiums have risen due to employees not taking waivers on the insurance but actually requesting same.

It was **MOVED** (Little) and **SECONDED** (Daniel) and **PASSED** (U) that the Board of Finance approves the total transfer of \$16,398.00 to Account No.: 1195/200 Health/Life Ins. Premiums from 2195/200 Health/Life Ins. Premiums (\$8,680.00) and transfer to Account No.: 1195/200 Health/Life Ins. Premiums from 3195/202 Workers Compensation (\$7,718.00), and recommend to a Town Meeting if necessary.

The next transfer request was to the Senior Center part-time salary line from Senior Center Nutrition Lines totaling \$521. The explanation given to the Board for this transfer was a misunderstanding of hours being allocated. Ms. Menard assured the Board this has been addressed and should not happen again.

It was **MOVED** (Daniel) and **SECONDED** (DeSousa) and **PASSED** (U) that the Board of Finance approves the total transfer of \$521.00 to Account No.: 1130/101 Senior Center/PT Salary from 1130/122 Senior Center/Nutrition (\$27.00) and transfer to Account No.: 1130/101 Senior Center/PT Salary from 1130/101 Senior Center/Nutrition (\$494.00), and recommend to a Town Meeting if necessary.

An additional transfer requested from the Senior Center was discussed. The Senior Center/OT Salary line in the amount of \$336.00 is needed to meet contractual requirement.

It was **MOVED** (Little) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Finance approves the transfer of \$336.00 to Account No.: 1130/102 Senior Center/OT Salary from 1130/620 Senior Center/Gas & Oil, and recommend to a Town Meeting if necessary.

The last requested transfer is from the registrar. Due to the three referendums, it is requested to transfer \$7,043 from the Contingency account. A discussion was held among the Board Members regarding polling places, one district, times the polling places are open. It was agreed to have the registrar to be invited to a future meeting in August or September to discuss this matter further.

A Motion was entertained by Mr. Little and seconded by Ms. Godeck to approve the transfer of \$7,043.00 to Account No.: 1050/812 Registrars/Referendum from Account No.: 8410/890 Contingency as presented, and recommend to a Town Meeting if necessary.

A vote was taken.

In Favor – Ms. Dannelle Godeck, Ms. Kathleen Pippin, Ms. Jamie Daniel and Mr. Robert Little

Opposed – Ms. Marie DeSousan

Motion was passed.

h. Journal Inquirer Invoice

Chairman Jack Mannette indicated to the Board an invoice from the Journal Inquirer has been received for two public notices which were published in the newspaper totaling approximately \$72.00. He authorized payment for same.

i. Attorney Steve Mednick’s Legal Opinion

Chairman Jack Mannette indicated that a letter dated July 19, 2010 has been received from Attorney Steve Mednick regarding the legal opinion regarding the approved budget and adjusted budget. According to the opinion, the adjusted budget should be used as of June 15, 2010. A discussion was held among Board Members, Ms. Menard, and Ms. Cabral regarding transfers and the adjusted budget. Mr. Mannette indicated the baseline budget to be used is the adjusted budget as of June 15, 2010 and the 2% increase should be placed into a separate line entitled “8-5(B)(4)”. Monies needed from this line can be transferred using the process of transfers.

A lengthy discussion was held among the Board Members regarding the legal opinion and how it affects the 2010-2011 Budget.

j. 2010-2011 Budget Expense Report/Transfers

Chairman Jack Mannette and Mr. Robert Little were a little concerned with the amount of transfers which were received via email earlier this morning. Due to the amount of transfers, they felt they were not given enough time to review all the requests. Ms. Menard and Ms. Cabral indicated that the transfers are needed in order for departments to start paying for expenses, for example, the fire department and library. Mr. Mannette and Mr. Little wanted to table the issue until the next meeting.

A motion was entertained by Ms. Marie DeSousa and seconded by Ms. Jamie Daniel to move forward with the agenda item of Transfers. A discussion was held. Mr. Mannette and Mr. Little wanted to table the issue indicating they were being rushed into making decisions regarding the transfers. They suggested a special meeting be called just to discuss this subject. However, other members feel another meeting would not be necessary and wanted to discuss the transfers at this meeting.

A vote was taken.

In Favor – Ms. Dannelle Godeck, Ms. Kathleen Pippin, Ms. Jamie Daniel and Ms. Marie DeSousa

Opposed – Mr. Robert Little

Motion was passed.

First Selectwoman Denise Menard indicated all of the Board Members received the document entitled “Town of East Windsor – Board of Selectmen’s Meeting of July 14, 2010 New Budget Year Transfers – F.Y. 2010-2011”. The first four transfers listed from new contingency account to fund unfunded lines in 2010-2011 budget. Those requests are as follows:

All Transfers from Account No.: 1-01-50-8410-9-899-0000-0 (Section 8-5(B)(4) to:

Town Property – Town Vehicle Maintenance Line in the amount of \$1000.00
Town Property – Postage Line in the amount of \$100.00
Town Property – Gas & Oil Line in the amount of \$100.00
Town Property – EDC – Postage Line in the amount of \$100.00

The total transfer would be in the amount of \$13,000.

It was **MOVED** (DeSousa) and **SECONDED** (Daniel) and **PASSED** (U)(R. Little abstained) that the Board of Finance approves the four transfers as recommended, and recommend to a Town Meeting.

The next recommended seven transfers were discussed. The transfers are from the new contingency account to fund increased budget amounts in the 2010-2011 Budget. Those requests are as follows:

All Transfers from Account No.: 1-01-50-8410-9-899-0000-0 (Section 8-5(B)(4) to:

Probate Court Line in the amount of \$157.00
Fire Protection Water Line in the amount of \$47,463.00
Road Improvements Transfer Road Improvement Line in the amount of \$30,979.15
Collection & Disposal OF – Collection Line in the amount of \$95,043.00
Collection & Disposal OF – Hazard Waste Removal Line in the amount of \$20,000
Vital Statistics /Misc Health – NCHD Line in the amount of \$1,679.00
Communications and Fax Line in the amount of \$2,100.00

The total transfers would be in the amount of \$197,421.15.

It was **MOVED** (DeSousa) and **SECONDED** (Daniel) and **PASSED** (U)(R. Little abstained) that the Board of Finance approves the seven transfers as recommended, and recommend to a Town Meeting.

The next transfers listed on the sheet were entitled “Adjustments to 2010-2011 Debt Service Accounts to Reflect Current Year Amounts”. The transfers are from various debt service accounts to Account No.: 1-01-50-8410-9-899-0000-0 (Section 8-5(B)(4)). The total of the transfers are in the amount of \$148,946. The transfers were discussed in detail.

It was **MOVED** (DeSousa) and **SECONDED** (Daniel) and **PASSED** (U)(R. Little abstained) that the Board of Finance approves the debt service transfers as presented, and recommend to a Town Meeting.

The other transfer in that group was a transfer from Section 8-5(B)(4) to Debt Service Sewer expansion CWF Principal Line in the amount of \$11,575.00.

It was **MOVED** (Daniel) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Finance approves the debt service transfers as presented, and recommend to a Town Meeting, if necessary.

Board Recessed at 10:06 p.m.

Board Reconvened at 10:11 p.m.

Chairman Jack Mannette indicated that Board Member Robert Little has left the meeting due to not feeling well.

The next transfers discussed were 2009-2010 CIP – To New Contingency Account – Unused 2009-2010 Balance for Completed Projects. There are four transfers totaling \$58,301.90. The transfers are from various CIP accounts to Account No.: 1-01-50-8410-9-899-0000-0 (Section 8-5(B)(4)). The transfers were discussed in detail.

It was **MOVED** (Godeck) and **SECONDED** (Pippin) and **PASSED** (U) that the Board of Finance approves the CIP transfers in the amount of \$58,301.90 as presented, and recommend to a Town Meeting, if necessary.

The next transfers discussed were entitled “To/From New Contingency Account – Fire Department Accounts – Selectmen Recommendation for Budgets. The transfers were discussed in detail. The total transfers total \$18,279.00.

It was **MOVED** (Godeck) and **SECONDED** (Daniel) and **PASSED** (U) that the Board of Finance approves the transfers in the amount of \$18,279.00

recommended and presented, and recommend to a Town Meeting, if necessary.

The final transfer request was discussed. The transfers were entitled “From Various Budget Lines to New Contingency Account – Selectmen Recommended Decreases Budget Lines”. The total of the transfers are in the amount of \$57,782.28. Ms. Menard discussed the lines in detail.

It was **MOVED** (Godeck) and **SECONDED** (Daniel) and **PASSED** (U) that the Board of Finance approves the transfers in the amount of \$57,782.28 recommended and presented, and recommend to a Town Meeting, if necessary.

k. Invoice BlumShapiro

Chairman Jack Mannette discussed the invoice from BlumShapiro in the amount of \$7,500. He asked if anyone had any objections to signing the invoice to be paid. No objection was made. Mr. Mannette signed the invoice.

VII. Old Business

2010-2011 Budget

VIII. New Business

a. 2009-2010 Audit

Chairman Jack Mannette wanted to ask the Board Members if they would like to keep apprised of the audit status. He indicated the audit starts in October. He would like to get a weekly report or status from the auditors so the Board can be aware if any negative findings are found and they can be dealt with in a timely manner. Ms. Menard was concerned about the cost of such status reports. Mr. Mannette wants the reports so there are no surprises at the end. Ms. Menard indicated she would contact the auditors and find out if this is possible.

b. EW Housing Authority PILOT Payment

Ms. Cabral presented to the Board letters from the East Windsor Housing Authority regarding 2009-2010 PILOT Payments. The Chairman of the East Windsor Housing Authority indicates the payments will be given to the town in two separate installments of \$12,820.75 each. The first payment has been made but the second payment will not be until January, 2011.

A discussion was held among the Board Members, Ms. Menard, and Ms. Cabral regarding this issue. It was determined the contract will have to be reviewed and the Town Attorney may have to be notified. It was also suggested the contract be amended.

b. BOE Discussion Re: Negotiations with Teachers

Chairman Jack Mannette indicated a Board of Finance Member will be placed on the committee for negotiations of the teachers' contract. Mr. Robert Little has volunteered. Mr. Mannette asked if there were any objections or anyone else interested in attending the meetings.

It was **MOVED** (DeSousa) and **SECONDED** (Daniel) and **PASSED** (U) that the Board of Finance appointments Mr. Robert Little to attend the meetings regarding the negotiations for the teachers' contract.

IX. Adjournment

It was **MOVED** (Godeck) and **SECONDED** (Daniel) and **PASSED** (U) that the Board of Finance adjourns the July 21, 2010 Regular Meeting at 10:35 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.