

**BOARD OF FINANCE
TOWN OF EAST WINDSOR
11 RYE STREET
BROAD BROOK, CONNECTICUT 06016**

**MINUTES FOR BUDGET WORKSHOP
Friday, March 27, 2015, at 6:30 p.m.**

DRAFT DOCUMENT – These minutes are not official until approved at a subsequent meeting

Members Present: Jerilyn Corso (Chairman); Cindy Herms, Robert Maynard, Kathy Pippin, and Sharon Tripp.

Members Absent: Robert Little.

Alternate Present: **Alternate Absent:** Paulette Broder, and Gil Hayes

Others: **Town Treasurer:** Kim Lord; **First Selectman** Denise Menard.

Press: No one present

Call to Order:

Chairman Corso called the Meeting to order at 6:33 p.m.

Time and Place of Meeting:

Thursday, March 27, 2015 at 6:30 p.m. at the East Windsor Town Hall (11 Rye Street, Broad Brook, CT.)

Appointment of Alternates:

Both Alternates are absent this evening; the Board has a quorum with four Regular Members present.

Approval of Minutes:

Approval of Budget Workshop Minutes of March 26, 2015 are not available for approval.

Public Participation:

No one requested to speak.

Budget Workshop/a. Discussion and Action: FY 15-16 Budget Requests

Board of Finance:

The Board reviewed their proposed FY 2015 – 2016 Budget. Treasurer Lord noted the Analysis Fees for Webster were reduced this year, and Professional Services during FY

2014 – 2015 had been necessary to hire an individual to provide assistance during the staff transition for the Treasurer’s position.

MOTION: To **CHANGE** the analysis fee for Webster Bank from \$3,000 .00 to \$1,500.00 from the Board of Finance Budget for FY 2015-2016.

Tripp moved/Pippin seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

MOTION: To **DECREASE** Professional Services from \$9,500.00 to \$500.00 from the Board of Finance Budget for FY 2015 – 2016.

Tripp moved/Pippin seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

Planning and Zoning Commission (PZC):

No changes.

Zoning Board of Appeals (ZBA):

No changes.

Board of Assessment Appeals:

MOTION: To **DECREASE** Supplies and Equipment from \$200.00 to \$50.00 from the Board of Assessment Appeals Budget for FY 2015 – 2016.

Tripp moved/Pippin seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

Economic Development Commission:

No changes.

Police Commission:

MOTION: To **DECREASE** Supplies and Equipment from \$200.00 to \$50.00 from the Board of Assessment Appeals Budget for FY 2015 – 2016.

Tripp moved/Pippin seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

Building Committee:

No changes/

Elderly Commission:

No Changes:

Charter Commission:

No changes.

Ethics Commission:

No changes:

Historical Commission:

No changes;

Activities, Fees, and Associations:

No changes.

Insurance and Pensions:

No changes.

Legal Expense:

No changes.

Sanitation:

No changes.

Capital Improvement:

MOTION: To **REDUCE** the CIP (Capital Improvement Projects) line from **\$1,246,310.00 to 891,997.00** for FY 2015 – 2016.

Tripp moved/Herms seconded?

Tripp **RESCINDED** her motion; Herms **RESCINDED** her second.

MOTION: To **REDUCE the CIP (Capital Improvement Projects) line from \$1,246,310.00 to 891,997.00** for FY 2015 – 2016 with the intention of using the Fund Balance for some of the remaining projects.

Tripp moved/Herms seconded/

DISCUSSION: Some of the smaller projects can be funded via the Fund Balance.

VOTE: In Favor: Unanimous

MOTION: To **TRANSFER from the Fund Balance for revenue from \$200,000.00 to \$175,000.00.**

Herms moved/Tripp seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

Information Technology:

MOTION: To **REDUCE the Supplies and Equipment line from \$20,000.00 to \$10,000.00 in the Information Technology Budget** for FY 2015 – 2016.

Herms moved/Pippin seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

MOTION: To **REMOVE Charity Tracker from the IT Software/Licensing line and REDUCE the Software/Licensing line from \$98,414.00 to \$92,014.00** for FY 2015 - 2016

Tripp moved/Maynard seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

Human Services:

MOTION: To **CHANGE Supplies and Equipment from \$3,150.00 to \$2,000.00 in the Human Services Budget** for FY 2015 – 2016.

Herms moved/Pippin seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

MOTION: To **REDUCE the Capital Purchases line to \$500.00 in the Human Services Budget** for the FY 2015 – 2016 with the intention of funding the security system needs from the Fund Balance appropriation in the current budget.

Maynard moved/Herms seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

Tax Collector:

MOTION: To **REDUCE the Capital Purchases line to \$500.00 in the Tax Collector's Budget** for the FY 2015 – 2016 with the intention of funding the security system needs from the Fund Balance appropriation in the current budget.

Maynard moved/Tripp seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

MOTION: To TAKE A FIVE MINUTE BREAK

Tripp moved/Herms seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

The Board RECESSED at 8:30 p.m. and RECONVENED at 8:32 p.m.

Public Works:

MOTION: To **REDUCE the Capital Purchases line from \$10,000.00 to \$5,000.00 in the Public Works Department Budget** for FY 2015 – 2016.

Herms moved/Tripp seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

Town Properties:

MOTION: To **REDUCE the Capital Purchases line from \$18,000.00 to \$10,000.00 in the Town Properties Budget** for FY 2015 – 2016.

Herms moved/Tripp seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous

Board of Selectmen:

No changes.

Board Member Comments None.

Invoice Authorization:

MOTION: To **PAY** the invoice for recording secretarial services.

Board of Finance
Minutes - Budget Workshop
March 27, 2015

Tripp moved/Pippin seconded/DISCUSSION: None.
VOTE: In Favor: Unanimous

Adjournment:

MOTION: To **ADJOURN** this Meeting at 8:45 p.m.

Tripp moved/Herms seconded/VOTE: In Favor: Unanimous

Schedule of Motions Respectfully submitted: _____
Peg Hoffman, Recording Secretary, East Windsor Board of Finance