

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

**MINUTES OF SPECIAL MEETING
Monday, September 14, at 7:00 p.m.**

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

Members Present: Jerilyn Corso (Chairman); Cindy Herms (arrived at 7:03 p.m.), Kathy Pippin, and Sharon Tripp.
Members Absent: Robert Little, Robert Maynard.
Alternate Present: Paulette Broder.
Alternate Absent: Gilbert Hayes
Others: **Town Treasurer:** Kim Lord.

Press: No one from the Press was present.

I. Call to Order:

Chairman Corso called the Meeting to Order at 7:00 p.m.

II. Time and Place of Meeting:

Monday, September 14, 2015 at 7:00 p.m. in the Emergency Management Room, Town Hall Annex, (Warehouse Point) East Windsor, CT.)

III. Appointment of Alternates:

Chairman Corso noted the absence of Regular Member Robert Maynard; she called for a motion to appoint an Alternate to fill the vacancy.

MOTION: To **APPOINT** Alternate Member Paulette Broder as a voting member to replace Regular Member Robert Maynard for the September 14, 2015 Special Meeting of the Board of Finance.

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

IV. Approval of Minutes/Regular Meeting, August 19, 2015:

MOTION: To **APPROVE** the Minutes of the August 19, 2015 Regular Meeting of the Board of Finance as presented/

Broder moved/Pippin seconded/**DISCUSSION:** None.

VOTE:	In Favor:	Broder/Herms/Pippin/
	Opposed:	No one
	Abstained:	Tripp

V. **Public Participation:**

Steve Smith, Cobblestone Drive: noted he attended a meeting this past Friday evening of N.E.W. (Not in East Windsor – Ad Hoc Committee in Opposition of the State Police Gun Range). Board of Finance Member Robert Maynard spoke of putting forth a request that the Board of Finance grant a \$50,000.00 supplemental appropriation to fund opposition to the gun range. Mr. Smith noted Selectman Nelson questioned where the supplemental appropriation would come from?

Mr. Smith raised the following questions:

- Is the Board of Finance a Policy Board?
- Where would the \$50,000.00 would come from in the current budget?
- Mr. Maynard was speaking as if he were a liaison for the Board of Finance; is he a liaison to other Boards?

Chairman Corso indicated the questions raised during the Public Comments will be addressed at a future time.

VI. **Communications/a. E-mails wth BOE/TMS – End of Year Reconciliation:**

Reference was made to the e-mails contained in the Board's packet regarding e-mail communications between representatives for the Board of Education and representatives for the Town regarding 2014 – 2015 expenditures made subsequent to 6/30/2015. Discussion followed regarding procedures under which the Town departments manage year end expenditures vs. expenditures made by the Board of Education.

Chairman Corso also noted receipt of correspondence noting Community Day is scheduled for Saturday, September 26, 2015 in the Broad Brook section of East Windsor.

VII. **Monthly Reports:**

a. **Treasurer:**

Treasurer Lord presented the Board with the standard reports

- Cash Flow Report – Webster Bank – General Fund Cash Account – See Attachment A.

Tax Collector:

Treasurer Lord presented the Board with the standard reports submitted by the Tax Collector:

- Cumulative Report of Cash – End of Month Report for August 2015 -See Attachment B.
- Report of the Tax Collector – See Attachment C.

Assessor's Report:

Treasurer Lord presented the following monthly report submitted by the Assessor:

- Memorandum dated 9/8/2015.- Assessor's Status Report – See Attachment D.

b. Line-Item Transfer Requests:

Treasurer Lord reviewed the specific of the following line item transfer with the Board. See Attachment ~~E~~

MOTION: To **APPROVE** Transfer #74.

Tripp moved/Herms seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous (Broder/Herms/Pippin/Tripp)

VIII. Unfinished Business/ a. Ratify and confirm votes from August 19th meeting – notice of meeting was posted but agenda was not online:

MOTION: To **RATIFY** the votes of the transfers made at the August 19, 2015 Regular Meeting.

Tripp moved/Pippin seconded/DISCUSSION: None.

VOTE: In Favor: Unanimous (Broder/Herms/Pippin/Tripp)

IX. New Business/a. Discussion of FY 15: General Fund and all other funds:

Treasurer Lord reviewed a Statement of Activity for the Town Departments and the Board of Education through 6/30/2015.

New Business/b Discussion scheduling special meeting September 29th with BOE:

The Board decided to schedule of Special Board of Finance Meeting on Tuesday, September 29th to which they will invite the Board of Education to attend.

X. Board Member Comments:

Mrs. Pippin indicated she was unhappy with Board of Finance member Maynard regarding the statements he made at the N.E.W. Meeting held Friday evening. Mr. Maynard suggested the Board of Finance would provide \$50,000.00 funding to this group. Chairman Corso suggested the Board of Finance isn't a Board which establishes policy; such a request should be made to the Board of Selectmen and be supported by a plan for use of the funds. Chairman Corso noted Mr. Maynard doesn't represent the

Board of Finance at other meetings; no one should be making comments representing the Board.

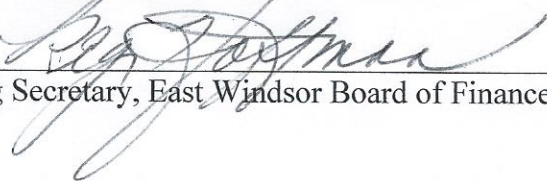
Mrs. Herms noted the overtime for the Police Department is already 25% of the current budget. Treasurer Lord will review with the Police Department.

Mrs. Pippin noted the Police Department purchased 3 vehicles vs the 2 approved; she questioned how that was accomplished. Mrs. Pippin also suggested the Police officers should be given body cameras to protect themselves.

XII. Adjournment:

MOTION: To **ADJOURN** this Meeting at 8:18 p.m.

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

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

BOARD OF FINANCE: 9/14/2015
ATTACHMENT A

CASH FLOW REPORT- WEBSTER BANK GENERAL FUND CASH ACCOUNT

BEGINNING BALANCE
August 1, 2015

\$2,843,069

*C-PACE, PITNEY BOW

OUTFLOWS				
PAYROLL	TRANSFER TO BOE	ACCOUNTS PAYABLE	TRANSFER TO INVESTMENT ACCOUNT	TRANSFER TO OTHER/BOUNCE*
(\$614,145)	(\$1,648,000)	(\$652,152)		(\$84,760)

ENDING BALANCE
August 31, 2015

\$3,630,515

INFLOWS			
LOCAL REVENUE	STATE/FED REVENUE	TAX COLLECTIONS	TRANSFERS IN WPCA IN
\$291,225	\$169,468	\$780,000	\$2,600,000

BOARD OF FINANCE - 9/14/2015
ATTACHMENT B

CUMULATIVE REPORT OF CASH

	AUG 2015	CUMULATIVE	NET CASH COLLECTION	BUDGETED REVENUE	DIFFERENCE BETWEEN BUDGET AND ACTUAL
End of Month Report of					
Current Taxes	\$417,377.37	\$15,733,132.92	\$15,726,281.15	\$28,273,762.00	(12,547,480.85)
MV Supplemental	\$0.00	\$0.00	\$0.00	\$275,000.00	(275,000.00)
Interest and Fees	\$15,389.74	\$33,141.79	\$33,444.67	\$225,000.00	(191,555.33)
Prior Year Taxes	\$20,913.53	\$87,293.34	\$83,283.07	\$275,000.00	(191,716.93)
Total Tax Collector Report	\$453,680.64	\$15,853,568.05	\$15,843,008.89	\$29,048,762.00	(13,208,803.87)
Sewer Benefit Assessment	\$416.53	\$4,361.68	\$4,361.68		\$4,361.68
Sewer Facility Connection Charge	\$29,131.94	\$181,972.94	\$181,972.94		\$181,972.94
Aircraft	\$0.00	\$0.00	\$0.00	\$3,300.00	(\$3,300.00)
Parking		\$20.00	\$20.00	\$60.00	(\$40.00)
Total Deposit	\$483,229.11	\$186,334.62	\$186,334.62		\$182,994.62

% OF BUDGET COLLECTED 54.54%

BOARD OF FINANCE - 9/14/2015

ATTACHMENT C

TOWN OF EAST WINDSOR REPORT OF TAX COLLECTOR

TOWN OF EAST WINDSOR													
LIST YEAR	BEGINNING BALANCE	ASSESSMENT INCREASE	ASSESSMENT DECREASE	TAXES REFUNDED	TO SUSPENSE	ADJUSTED COLLECTIBLE	SUSPENSE PAID/TAX	SUSPENSE PAID/INTEREST	TAXES PAID	INTEREST	EDM	NET BALANCE	GROSS BALANCE
2014	28,741,857.65	19,654.32	47,064.95	1,942.49		28,714,437.02			15,726,341.77	10,996.89	143.25	12,988,095.25	12,992,477.73
2013	385,295.14	2,995.77	4,126.21	2,127.43		384,164.70	5,010.89	568.37	64,279.10	10,067.05	3,332.56	319,385.60	320,023.39
2012	193,016.61	505.06	427.20			193,093.47	394.60	173.55	6,116.24	1,640.15	1,077.98	186,977.23	187,370.13
2011	145,243.70	0.01				145,243.71	395.36	369.31	3,274.46	1,333.80	212.10	141,969.25	142,041.25
2010	117,070.92		107.98			116,962.94	331.03	347.16	786.14	700.09	24.00	116,176.80	116,512.80
2009	114,536.35					114,536.35	387.92	302.23	1,132.55	214.72	74.05	113,403.80	113,427.80
2008	90,710.11					90,710.11	95.69	104.78	124.83	134.66	146.78	90,585.28	90,609.28
2007	59,305.80					59,305.80	278.95	343.77				59,305.80	59,353.80
2006	10,550.87					10,550.87	283.92	403.13				10,550.87	10,574.87
2005	7,173.38					7,173.38	172.44	340.95				7,173.38	7,173.38
2004	4,038.63					4,038.63	218.95	393.14				4,038.63	4,038.63
2003	4,501.62					4,501.62						4,501.62	4,501.62
2002	4,244.73					4,244.73						4,244.73	4,244.73
2001	2,536.82					2,536.82						2,536.82	2,536.82
2000	1,478.54					1,478.54						1,478.54	1,478.54
TOTAL	29,881,569.87	23,135.16	51,726.34	4,069.92		29,852,978.69	7,569.75	3,345.39	15,802,055.09	25,087.56	5,010.72	14,050,923.50	14,056,364.77
CREDIT BALANCES													
DATE	9/1/2015												



BOARD OF FINANCE
9/14/2015
ATTACHMENT D

TOWN OF EAST WINDSOR

Caroline G. Madore, CCMA II - Assessor
11 Rye St. - Broad Brook, CT 06016-9553
cmadore@eastwindsorct.com
860-623-8878 / (Fax) 860-623-4798

TO: Board of Finance / Board of Selectmen
FROM: Caroline G. Madore, CCMA II - Assessor
DATE: September 8, 2015
RE: Assessor's Status Report

MEMORANDUM

This is a brief report this month due to the workload in this office at this time of year ...

Real Estate Appeals which remain active:

Grand List of October 1, 2012:

- 171 Main St. & 96 Prospect Hill Rd. (Nursing Homes) - the Plaintiff has filed with the Supreme Court - date to be assigned.

Grand List of October 1, 2014:

- 171 Main St. (Chestnut Point Realty LLC) - assessment value = 1,829,330
- 96 Prospect Hill Rd. (Kettle Brook Realty LLC) - assessment value = 4,089,130
 - o Pretrial session will be held following the Supreme Court ruling (relative to the 2012 cases as referred to above).
- 54 Real Estate Accounts - owned by SJK Properties LLC & Jolanta Kement
 - o The total assessment value for all 54 accounts = 1,107,040.

Grand List of October 1, 2015 -

Real Estate, Personal Property and Motor Vehicle work continues along with the maintenance of exemptions and/or adjustments.

Thank you.

BOARD OF FINANCE - 9/14/2015
ATTACHMENT E



Town of East Windsor Transfer Request Form

FY 14-15



Department Police Department (51200) Date 6/30/2015
Transfer Amount \$11,068.59
Line Item FROM Capital (52500) Line Item TO CNR Renovation (81060)
Reason for Transfer Dispatch console project started in December- still have a few lines to install- see memo
from Deputy Chief Roger Hart
74 Approved Denied

Department _____ Date _____
Transfer Amount _____
Line Item FROM _____ Line Item TO _____
Reason for Transfer _____
Approved Denied

Department _____ Date _____
Transfer Amount _____
Line Item FROM _____ Line Item TO _____
Reason for Transfer _____
Approved Denied

Department _____ Date _____
Transfer Amount _____
Line Item FROM _____ Line Item TO _____
Reason for Transfer _____
Approved Denied

First Selectman
Board of Finance

Denise Monard

Date
Date

9/8/2015