

**Litchfield Board of Finance  
Regular Meeting Minutes  
March 11, 2013**

**Call to Order:** Chairman David Geiger called the meeting to order in the LIS Art Room at 7pm with Ed Gadomski, Mitchell Fishman, Ed Weik, Anne Dranginis (Alt.), David W. Wilson, Brenda Barnes and David Pettinicchi (Alt.) present.

Also present were Leo Paul, Deborah Wheeler, Jason Lathrop, Rosalie Bouchard, Ryan Flynn, Tony Crowe, Joanne Moore, Gayle Carr, Frank Simone, Wayne Shuhi and John McKenna

**Approval of Minutes:**

**Motion:** Ed Weik moved to accept the 2-11-13 meeting minutes and Ed Gadomski seconded the motion. David Wilson requested one change to the minutes: that his public comment about swim team opportunities be deleted. All voted aye with David Geiger and Mitchell Fishman abstaining, and the motion carried.

**Change in Agenda:**

**Motion:** David Wilson moved to switch agenda item 6A (Transfer #4 of \$19,000) ahead of agenda item 3 (Board of Education Budget Presentation). Ed Weik seconded the motion. All voted aye and the motion carried.

**Motion:** David Wilson moved to accept the Finance Department's request to transfer \$19,000 from the Contingency Fund to the Elections Department to cover the costs of two additional primaries in 2012, training of a new Deputy Registrar, and a possible referendum. This will leave a balance of \$58,000 in the Contingency. Ed Weik seconded the motion. All voted aye and the motion carried.

**Board of Education 2013-2014 Budget Presentation:**

Dr. Deborah S. Wheeler, Superintendent of Schools, conducted a PowerPoint presentation outlining the BOE's proposed budget of \$16,113,144 which represents a spending increase of \$461,393 or a 2.95% increase. In comparison, the BOE 2012-2013 budget contained a 0.99% increase. Priorities such as expanded capacity for technology by leasing laptops for high school students and ongoing regional collaboration were included in the presentation, as well as areas of significant savings to offset areas of greatest increase; restructurings and retirements.

Jason Lathrop, Director of Business Operations, distributed a DRAFT of technology rotation and details of the laptop program. He and Superintendent Wheeler spent two hours answering questions and providing details to BOF members on various aspects of the proposed budget, including replacement of experienced teachers who are retiring, an increased budget in light of a projected drop in enrolment, and Litchfield's high rating in a field of 169 statewide school districts' cost per student.

Wayne Shuhi, on behalf of the BOE Technology Committee, explained the need for each student to have a school-issued laptop to guarantee standardization, identical software and anti-virus protection and more cost effective technology support.

Chairman Geiger thanked the BOE and Dr. Wheeler for a thorough and detailed presentation. He said the 2.95% increase was not supported by the steadily declining school enrolment. David

Wilson noted that since the Governor's state budget will be cutting town revenues, the BOF responsibility is to keep budget increases to an absolute minimum. Anne Dranginis also noted that each year the BOE returns unspent funds in their budget, which totaled \$150,000 returned last year.

**Motion:**

Ed Weik moved that the BOF recommend the BOE return with a 0% increase in their proposed budget. David Wilson seconded this but moved to amend the motion to a .95% increase. Chairman Geiger called for a vote on the amendment: there were 2 ayes, 2 nays and one abstention. Chairman Geiger voted aye to break the tie.

Chairman Geiger then called for a vote that the BOE return with a .95% increase in their proposed budget: there were 2 ayes, 2 nays and one abstention. Chairman Geiger voted aye to break the tie.

Chairman Geiger said the BOE could return with their revised budget to the March 18<sup>th</sup> BOF Special Meeting. Frank Simone, BOE Chairperson, said they will discuss the recommendation and provide the BOF with their decision.

**Year-to-Date Financial Review:**

The financial overview as of February 28, 2013 shows the Town has collected 94.6% of all revenue and has spent 58.3% of its budget approximately 67% through the year. The Town has collected 94.6% of revenue as of February. The largest percentage of this was current year property taxes with 97.4% of current property taxes and 98.8% of motor vehicle taxes collected. Pertaining to Expenditures, the BOS budget currently shows the Town being 69.6% committed and 64.3% spent through the fiscal year.

The Unassigned Fund Balance of the General Fund is \$4,300,000 as of June 30, 2012 and is unchanged to date.

Rosalie Bouchard, Director of Finance, distributed a revised format of the Financial Overview listed by departments, with attached details of the Year-to-Date Budget Report. She also provided copies of a communication from the Connecticut Conference of Municipalities outlining the FY2014 Governor's Proposed Budget, which is a preliminary analysis of the impacts of this plan on Litchfield for certain key grant programs.

Ms. Bouchard noted that she and Jason Lathrop have collaborated so that the BOE detailed summary dovetails with the BOS financial overview.

**Public Comment:**

There was no public comment.

**New Business:**

- a. **Correspondence:** There was no correspondence.
- b. **Grand List of October 1, 2012:** Assessor Kathy Brown's update on the Grand List was distributed in advance. The net taxable Grand List for October 1, 2012 as filed is \$1,110,419,110. Although subject to Board of Assessment Appeals changes, this is a .14% increase from last year. Next year's Grand List will show results of the new assessments.

c. **Payment of Bills:** There were no bills for payment.

**Committee Reports:**

There were no Committee reports.

**Adjournment:**

**Motion:** Ed Weik moved to adjourn at 10:30pm and Ed Gadomski seconded the motion. All voted aye and the motion carried.

Respectfully submitted,

Jo Ann Jaacks  
Recording Secretary