

North Stonington, CT  
Board of Finance  
Minutes of Regular Meeting  
October 4, 2006  
North Stonington Town Hall

1. **Call to Order:** Chairman N. Gumprecht called the meeting to order at 8:05 PM; Vice Chairman L. Southwick, Secretary B. Woodward and members E. Pavlovics, R. Rubio and C. Marsh were present.
2. **Public Comments and Questions:** S. Murphy asked to address the Board regarding Capital expenditures during the item 6 discussion.
3. **Previous Minutes:** R. Rubio made a motion to approve the minutes of the regular meeting of September 20, 2006 as amended. The motion was seconded by L. Southwick and carried 5-0-1. C. Marsh abstained.
4. **BOS: Review of Financial Statements: Profit and Loss Actual vs. Budget:** E. Pavlovics asked why the General Property Past line item on page 1 of 4 did not reflect the \$105,900 value reported in the Tax Collectors Report. N. Mullane explained that the money was included in the General Property Current.

A motion was made by E. Pavlovics to add item 5a, Tax Collector report, to the Agenda. The motion was seconded by R. Rubio and carried 6-0-0.

5. **BOE: Review of Financial Statements: Actual vs. Budget:** D. Robert, Chairman of the BOE, was present at the meeting to respond to BOF questions on the fiscal year end BOE financial statement dated June 30, 2006. Regarding the \$22,181 remaining in the WAVES program, D. Robert explained that around \$10,438 (8/17 of \$22,181) would be returned to the Town. The other question involved money spent in the FY 2005/2006 budget for purchases anticipated in the 2006/2007 FY. D. Robert noted that the bulk of the money was spent for Replacement Equipment, Code 0730. Specifically for a computer lab (around \$33,000) and a bleacher puller (no value cited).
- 5a. **Tax Collector Report:** The Tax Collector Report dated September 29, 2006 was reviewed. L. Southwick noted that the Town had collected \$105,900 in delinquent past taxes as compared to the \$180,000 budgeted.
6. **Auditors:**  
**RFP:** N. Gumprecht reported that only one proposal for auditing services had been received from the four solicited. The remaining three vendors had either not responded or declined to quote. N. Gumprecht considered requesting the proposal. E. Pavlovics questioned the protocol and would consult with N. Mullane on the process.

**Marien +Co. Invoice:** L. Southwick made a motion to approve payment of \$4,767 (25 % of \$19,068) to the Town Auditor, Marien + Company. R. Rubio seconded the motion. After discussion, E. Pavlovics made a motion to table the original motion. This motion was seconded by C. Marsh and carried 6-0-0.

S. Murphy provided the Board with capital asset information.

7. **BOF Start Times for BOF Meeting:** The Board decided to retain the 8:00 PM starting time for the regular BOF meetings.
8. **Assessor's Evaluation and Appointment:** N. Mullane had no comments concerning the terminology in the Assessor's job description or basis of appointment. The Board chose to take no action on the Assessor's term of appointment.
9. **2007 Budget Calendar:** A draft copy of the 2007 Budget Development Calendar was provided to the Board. N. Mullane requested that the tripartite meeting be held no later than January 12, 2007. The tripartite meeting was scheduled for January 10, 2007 at 6:00 PM in the Elementary school multipurpose room.
10. **Town Report: Status:** To date, two submittals have been received. All submittals are needed by the end of the calendar year.
11. **Outstanding Action Items:** Budget calendar.
12. **Correspondence:**
  - R. Rubio's letter of resignation, from the BOF, effective November 18, 2006.
  - Notification from Marien + Company about an upcoming class on November 13, 2006 discussing new rules affecting State grants.
13. **Review of Upcoming Agenda Items:** BOF 2007 meeting calendar.
14. **Action Items:**

Description of Action	Action By	Estimated Completion Date	Actual Completion Date
Solicit auditors for 6/07 audit	BOF	7/06	Complete
Select auditor for 6/07 audit	BOF	11/06	
Evaluate insurance stipend payments	BOF	8/06	
Should study costs be included as capital	N. Gumprecht	8/06	Complete
Review starting time of financial public hearing	BOF	10/06	
Review start time of Wednesday meetings	BOF	8/06	10/4/06
Request format changes of BOS financial profit and loss statement	N. Mullane	9/6/06	Working
Recommendation for changes to Assessor's	N. Mullane	10/4/06	10/4/06

basis of appointment/job description			
Assessor's annual assessment	N. Mullane	10/4/06	10/4/06
Contact auditors being solicited	N. Gumprecht	10/5/06	10/4/06
Add stipend discussion to Tripartite meeting Agenda	E. Pavlovics	12/06	
Establish capital asset policy	BOF	10/18/06	

15. **Adjournment:** A motion to adjourn was made by L.Southwick and seconded by C. Marsh. The motion carried 6-0-0 and the meeting was adjourned at 10:40 PM.

Respectfully Submitted,

*Brent B. Woodward*

Brent B. Woodward  
Secretary  
Board of Finance

Approved *Brent B. Woodward* 10/18/06