



Town of *North Stonington*
Connecticut



North Stonington Board of Finance

Meeting Minutes of

Wednesday February 15th, 2017

New Town Hall @ 7:30pm

North Stonington, CT

1. **Call to Order;** Call to order @ 7:33pm
2. **Roll Call:**
 - a) Members Present;
Chairman Tim Main, Vice-Chairman Charlie Steinhart, Secretary Tim Pelland, Carolyn Howell, Alt. Bob Testa.
 - b) Absent; Mustapha Ratib, Emile Pavlovics and Alt. Chris Hundt.
 - c) Alternate Seated; Alt. Bob Testa seated for Mustapha Ratib.
3. **Pledge to the Flag;** Completed
4. **Public Comment and/or Questions;** None
5. **Communications;**

Tim Main mentioned that Robin Roohr sent out an email with the proposed State Budget cut information for BOF members to review. Charlie mentioned that First Selectman Shawn Murphy emailed the board and said he would be at the BOF meeting to discuss the questions about the Jet Shed the BOF inquired about. Tim Pelland mentioned the new email address for the BOF members and if everyone got these activated yet.
6. **BOF Discussion with BOS on the Jet Shed Construction ;**

Shawn Murphy running late will discuss when he arrives.
7. **Financial and Schedule Update on CES Project;**

Charlie mentioned that as of March 16th, bids are due to come in for project. Charlie also mentioned having the CES Project and the School Project come to March 1st meeting for updates on both projects. Carolyn mentioned formal invite should be placed.

8. **BOF Discuss Formulate FY 2017-2018 Departmental Budget Interview Schedule;**

Tim Main mentioned that Shawn sent a schedule to the BOF for an Interview Schedule he wants to follow. Charlie has also come up with a schedule. The BOF is scheduled to come in and April 5th and the BOS is scheduled for March 8th and March 15th allowing the BOS two meetings to go over their budget. Shawn asked about the meetings he scheduled for the Committees and Boards to go before the BOF. Shawn mentioned he laid out the schedule the way he did as the parties involved are in line with the budget lines. Charlie mentioned that there are target groups we want see that were highlighted. The ones not highlighted can be gone over on the 15th of March meeting.

Shawn did not agree and wants the BOF to follow his schedule. Shawn also doesn't agree with the half-hour window discussion with Boards and Commissions. Charlie mentioned the Trooper Budget as it may be changing. Shawn said he will present that portion and the Troopers will not be present at the meeting. Charlie mentioned the Troopers presented their budget last year. Shawn also mentioned that we will have a Town Meeting on May 1st as per State statue with a budget hearing two-weeks prior to that.

Charlie motioned that Chairman Tim Main get with First Selectman Shawn Murphy for dates and schedule of Boards and Commissions.

Carolyn seconded. Vote 5-0-0

Shawn mentioned that the proposed Governor's Budget would be a big hit to the town.

9. **Continued from Agenda Item # 6;**

Shawn mentioned he received an email from BOF Chairman Tim Main with regards to the Jet Shed.

Shawn presented a broken down line item list for the BOF to review and what line items in the budget that the funds were taken from. The BOF had requested the Highway Foreman be present at meeting to answer questions. Shawn said he will not be answering questions from the BOF. Shawn also stated he will only answer financial questions about the Jet Shed and will not answer questions about permits or any other non-financial items. Charlie mentioned the labor hours involved to date on project.

Shawn answered; all labor is charged to the Highway Dept. and they do not have a breakdown of hours because they were involved in a daily routine or project. Carolyn asked why there is no way of tracking hours for a project. Shawn said they don't do it like that because of a liability of not knowing where workers are working at. Bob asked who is running the project. Shawn answered; the Highway Foreman.

Shawn said no equipment was rented except for a crane that has not been built yet. Charlie said that we should not be using money set aside for maintenance to build a new structure. Shawn said it has been in the budget for the last (3) years. Nick Mullane said the Jet Shed is a safety issue. Charlie asked how much more is needed for completion. Shawn answered; around \$10,000.

10. BOF Discuss and Forward Capital Plan Matrix for BOS and BOE Input;

Charlie questioned Shawn about an updated list of Capital Projects upcoming in future years or possible Capital Projects. Shawn did not have the information available. Charlie mentioned we are trying to find a way to level Fund Capital.

11. BOF Review of Monthly Reports (BOS,BOE ,Tax Collector);

BOF has not received anything from BOE since last year.

12. BOF Policy Discussion (Re. Revenue Loss with Possible Action);

Charlie mentioned that at our last meeting we had handed out a draft letter about Loss of Revenue for review and it how it would need to be made up in their own budget. There could be different levels of losses during the year. Charlie mentioned we need to get as many things in place to keep moving forward and turn the draft into policy.

Bob made a motion to adopt policy # 2017-1 into a BOF Policy.

Charlie seconded. Vote 5-0-0

Charlie mentioned with the website the BOF policies will be posted.

13. Review of Previous Minutes; (1/11/17 & 2/1/17)

1/11/17 - Not available yet.

Charlie made a motion to approve 2/1/17 minutes as amended.

Carolyn seconded. Vote 4-0-1 Tim Main abstained.

14. Public Comments and Questions;

Charlie mentioned in this year's budget to list more than one dollar for the Annual Report line item. Make it more like a couple of hundred.

15. Adjournment;

Charlie motioned to adjourn.

Carolyn seconded.

Approved 5-0-0.

Adjourned 9:36 pm.

Submitted By: Tim Pelland