

A **REGULAR MEETING** of the Board of Finance was held in the City Hall Auditorium on Tuesday, September 15, 2015.

Present were Mayor Elinor Carbone, Corporation Counsel Raymond Rigat and Board of Finance members Bill Lamoin, Frank Rubino, Thomas Scoville, Mark Bushka and Laurene Pesce. Joshua Ferreira was absent. Comptroller Alice Proulx was also present.

Mayor Carbone called the meeting to order at 5:00 p.m. starting with the Pledge of Allegiance.

**MINUTES**

On a motion by Mrs. Pesce, seconded by Mr. Scoville, the Board voted unanimously to accept the minutes of the Regular Meeting held on August 18, 2015. Mr. Bushka abstained.

**OPEN TO PUBLIC**

On a motion by Mr. Rubino, seconded by Mrs. Pesce, the Board voted unanimously to open the meeting to the public. There was no one from the public present.

**BUDGET AMENDMENTS**

On a motion by Mr. Bushka, seconded by Mr. Rubino, the Board voted unanimously to authorize the revenue and expenditure budget amendments for FY14/15 listed in the attachments to the Comptroller's Memo dated August 26, 2015, as approved by City Council on September 8, 2015. **Addendum 1**

**BUSINESS: Mayor and Board Members**

On a motion by Mr. Rubino, seconded by Mrs. Pesce, the Board voted unanimously to consider business presented by the Mayor and members of the Board of Finance.

Mr. Lamoin asked what actions the City might take in light of Mr. Louis Silva's recent presentation to City Council regarding property tax revaluations' impact on the mill rate. Mayor Carbone noted that there will be a full revaluation in a couple of years and the Office of Policy and Management determined that the methodology used in the last revaluation was correct. She added that a review may not yield a different result. Mr. Lamoin said there are two issues, an artificially higher mill rate and being open to other challenges from taxpayers. He said he looked at the examples Mr. Silva provided and the revaluation logic doesn't follow consistently from property to property. Mayor Carbone said she'd report back on the next revaluation date, and offered to reach out to CCM to see if other municipalities received that same disparity in valuations and what they may have done. Mayor Carbone agreed that it does merit some looking into.

Mrs. Pesce requested an update on the street work done, and praised the resurfacing of Highland Avenue.

Mr. Scoville thanked the Mayor for the report on the Bond Refinancing and asked for an update at the next meeting. Mayor Carbone said the closing will be Sept. 17<sup>th</sup> and she will invite the City Treasurer to the next meeting.

Mr. Rubino said he is still waiting for a final budget report from the Board of Education, and asked for a six-month review of tax collection. Mayor Carbone said she will arrange a tax collection presentation, and reported that she did meet with the Interim Superintendent, who is working on that final budget.

Mayor Carbone reported that the bond refinancing did go very smoothly, and commended the Comptroller's and Treasurer's Departments. She said that the RFP for the Board of Education IT contract audit received three proposals and a recommendation will be brought to the Board shortly.

**ADJOURNMENT**

On a motion by Mr. Scoville, seconded by Mr. Bushka, the Board voted unanimously to adjourn at 5:10 p.m.

ATTEST: JOSEPH L. QUARTIERO, CMC  
CITY CLERK

Carol L. Anderson, MCTC, CMC  
Asst. City Clerk

### Addendum 1

## City of Torrington 2014/2015 Year End Budget Transfer/Modification Request Detail-Updated through 8/25/15 Budget Performance Report

FUND 30														
CONTRIBUTE	APPROVED BUDGET	BUDGET AMENDMENTS	YTD TRANSACTIONS- INCLD Q15 ENCUMBRANCES	BUDGET - YTD TRANSACTIONS	ESTIMATED EXPENSE INITIAL	CAPITAL GENT REQUESTS AND ADDITIONAL EXPENSES	AVAILABLE BUDGET BALANCE	AVAILABLE FOR BUDGET TRANSFER	REVENUE/ EXPENSE BUDGET MODIFICATIONS	BUDGET BALANCE (GROSS TO BUDGET BALANCE)	BUDGET TRANSFER OUT	REAL ANTICIPATED BUDGET BALANCE	FUND 30	
													BUDGET TRANSFER IN	BUDGET TRANSFER OUT
Department 0001 - Asessor	378,575.00	1,010.00	576,697.35	3,858.54	3,858.54		3,858.54	3,858.54		3,858.54		3,858.54		
Department 0002 - Bd Of Tax Review	5,000.00	(10.00)	3,430.69	2,193.31	2,193.31		2,193.31	2,193.31		2,193.31		2,193.31		
Department 0003 - Boards & Agencies	321,932.80	(598.00)	210,674.15	678.94	678.94		678.94	678.94		678.94		678.94		
Department 0004 - Reliefing	344,005.00	13,025.00	308,879.44	13,951.56	(3,857.00)		15,254.47	15,254.47		15,254.47		15,254.47		
Department 0005 - City Real Estate	145,755.00	(271.00)	55,343.23	50,126.77	50,126.77		50,126.77	50,126.77		50,126.77		50,126.77		
Department 0006 - City & Town Clerk *Include total	800,845.80	(840.00)	682,005.00	113,708.75	113,708.75		113,708.75	113,708.75		113,708.75		113,708.75		
Department 0007 - Computer/IT	353,868.00	(17,548.00)	336,320.00	17,548.00	17,548.00		17,548.00	17,548.00		17,548.00		17,548.00		
Department 0008 - Corporation Counsel	153,742.00	3,215.00	156,957.00	13,111.63	13,111.63		13,111.63	13,111.63		13,111.63		13,111.63		
Department 0009 - Casual	.00	.00	.00	.00	.00		.00	.00		.00		.00		
Department 0011 - Mayor	221,145.00	1,751.00	222,896.00	2,162.61	2,162.61		2,162.61	2,162.61		2,162.61		2,162.61		
Department 0012 - Personnel	229,125.00	2,807.00	231,932.00	(34,638.55)	(34,638.55)		(34,638.55)	(34,638.55)		(34,638.55)		(34,638.55)		
Department 0013 - Planning & Zoning	208,273.00	7,545.00	215,818.00	9,475.35	(1,453.28)		8,022.07	8,022.07		8,022.07		8,022.07		
Department 0014 - Purchasing	112,127.00	1,180.00	113,307.00	5,802.35	5,802.35		5,802.35	5,802.35		5,802.35		5,802.35		
Department 0015 - Regulations	93,480.00	755.00	94,235.00	9,428.97	9,428.97		9,428.97	9,428.97		9,428.97		9,428.97		
Department 0016 - Election	70,250.00	.00	70,250.00	22,863.37	22,863.37		22,863.37	22,863.37		22,863.37		22,863.37		
Department 0016 - Services For The Elderly	321,740.00	(1,647.00)	319,093.00	11,485.79	(222.97)		11,262.82	11,262.82		11,262.82		11,262.82		
Department 0017 - Treasurer	64,180.00	(115.00)	63,065.00	246.55	246.55		246.55	246.55		246.55		246.55		
Department 0018 - Information Technology	796,145.00	(347.00)	795,798.00	81,032.44	81,032.44		81,032.44	81,032.44		81,032.44		81,032.44		
Department 0019 - Economic Development	74,190.00	1,217.00	75,407.00	3,415.62	3,415.62		3,415.62	3,415.62		3,415.62		3,415.62		
Department 0048 - Probate	38,240.00	.00	37,546.79	1,693.71	1,693.71		1,693.71	1,693.71		1,693.71		1,693.71		
Department 0049 - City Wide	1,774,517.00	(1,644,333.00)	155,353.00	4,825.88	(4,821.88)		.00	.00		.00		.00		
Department 0015 - Public Safety Misc. Adjust Extra Duty	1,833,340.00	.00	2,177,410.60	(213,067.60)	(213,067.60)		(213,067.60)	(213,067.60)		(213,067.60)		(213,067.60)		
Department 0020 - Emergency Management	35,357.00	(53.00)	35,104.00	9,029.88	9,029.88		9,029.88	9,029.88		9,029.88		9,029.88		
Department 0022 - Fire	4,803,646.00	257,168.00	5,061,014.00	(14,817.40)	34,157.62		17,338.16	17,338.16		17,338.16		17,338.16		
Department 0022 -0013 Volunteers	124,242.00	.00	128,247.00	(4,005.00)	5,572.94		403.93	419.93		419.93		419.93		
Department 0023 - Police	8,314,393.00	(435,497.00)	8,259,895.00	(47,004.96)	(47,004.96)		(46,981.02)	(46,981.02)		(46,981.02)		(46,981.02)		
Program 0421 - Animal Control	289,897.00	12,118.00	220,512.00	(6,537.00)	7,841.55		(595.17)	(595.17)		(595.17)		(595.17)		
Region 0024 - Traffic - Adjust School Bus Vilation Fees	394,505.00	9,455.00	340,153.70	(26,332.70)	(26,332.70)		(26,332.70)	(26,332.70)		(26,332.70)		(26,332.70)		
Department 0025 - Public Works Director	136,257.00	7,151.00	145,908.00	(1,538.16)	1,372.75		(165.40)	(165.40)		(165.40)		(165.40)		
Department 0026 - City Hall	594,015.00	(534.00)	593,501.00	34,253.20	34,253.20		34,253.20	34,253.20		34,253.20		34,253.20		
Department 0027 - Engineering	546,874.00	25,096.00	556,964.00	59,465.81	(3,815.77)		(6,332.94)	(6,332.94)		(6,332.94)		(6,332.94)		
Department 0029 - Law & FI	573,000.00	(1,813.00)	570,188.00	89,865.79	89,865.79		89,865.79	89,865.79		89,865.79		89,865.79		
Department 0025 - Public Works Director														
Department 0026 - City Hall														
Department 0027 - Engineering														
Department 0029 - Law & FI														



Addendum 1

City of Torrington

# Expense Annual Budget by Organization Report

Summary

	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	Amended Budget Balance Available
<b>Fund: 0010 General Fund</b>				
Expenditures				
0010-0001 - General Fund,Assessor	\$378,576.00	\$380,596.00	\$376,697.36	\$3,898.64
0010-0002 - General Fund,Bd Of Tax Review	\$5,600.00	\$5,590.00	\$3,430.69	\$2,159.31
0010-0003 - General Fund,Boards & Agencies	\$321,952.00	\$321,353.00	\$320,674.16	\$678.84
0010-0004 - General Fund,Building	\$344,005.00	\$357,031.00	\$338,079.44	\$18,951.56
0010-0005 - General Fund,City Real Estate	\$145,755.00	\$145,484.00	\$95,363.23	\$50,120.77
0010-0006 - General Fund,City & Town Clerk	\$802,886.00	\$802,006.00	\$688,297.25	\$113,708.75
0010-0007 - General Fund,Comptroller	\$353,868.00	\$336,219.00	\$318,576.52	\$17,642.48
0010-0008 - General Fund,Corporation Counsel	\$193,742.00	\$196,958.00	\$183,846.37	\$13,111.63
0010-0011 - General Fund,Mayor	\$222,149.00	\$223,900.00	\$221,737.39	\$2,162.61
0010-0012 - General Fund,Personnel	\$229,139.00	\$232,036.00	\$266,674.55	(\$34,638.55)
0010-0013 - General Fund,Planning & Zoning	\$228,273.00	\$235,818.00	\$225,988.74	\$9,829.26
0010-0014 - General Fund,Purchasing	\$112,237.00	\$113,417.00	\$107,603.64	\$5,813.36
0010-0015 - General Fund,Registrars	\$93,689.00	\$94,444.00	\$84,615.03	\$9,828.97
0010-0015-0010 - General Fund,Registrars,Election	\$72,250.00	\$72,250.00	\$49,386.63	\$22,863.37
0010-0016 - General Fund,Services For The Elderly	\$322,740.00	\$321,093.00	\$309,606.21	\$11,486.79
0010-0017 - General Fund,Treasurer	\$64,289.00	\$64,170.00	\$63,923.34	\$246.66
0010-0018 - General Fund,Information Technology	\$796,246.00	\$795,899.00	\$714,865.56	\$81,033.44
0010-0019 - General Fund,Public Safety Misc.	\$1,959,343.00	\$1,959,343.00	\$2,172,410.90	(\$213,067.90)
0010-0020 - General Fund,Emergency Management	\$36,167.00	\$36,104.00	\$27,064.12	\$9,039.88
0010-0022 - General Fund,Fire	\$4,803,846.00	\$5,061,014.00	\$5,077,891.46	(\$16,877.46)
0010-0022-0019 - General Fund,Fire,Volunteers	\$128,242.00	\$128,242.00	\$133,394.91	(\$5,152.91)
0010-0023 - General Fund,Police	\$8,316,309.00	\$8,752,746.00	\$8,259,863.09	\$492,882.91
0010-0023-0021 - General Fund,Police,Animal Control	\$209,847.00	\$221,975.00	\$230,512.82	(\$8,537.82)
0010-0023-0024 - General Fund,Police,Traffic	\$304,516.00	\$313,971.00	\$340,203.70	(\$26,232.70)
0010-0025 - General Fund,Public Works Director	\$139,757.00	\$146,909.00	\$148,447.16	(\$1,538.16)
0010-0026 - General Fund,City Hall	\$194,015.00	\$193,501.00	\$162,247.30	\$31,253.70
0010-0027 - General Fund,Engineering	\$546,874.00	\$566,964.00	\$513,502.19	\$53,461.81
0010-0029 - General Fund,Land Fill	\$975,000.00	\$973,188.00	\$885,305.78	\$87,882.22
0010-0030 - General Fund,San Sewer/St Lights	\$468,348.00	\$467,477.00	\$346,247.68	\$121,229.32
0010-0031 - General Fund,Street	\$4,720,341.00	\$5,534,741.00	\$5,635,882.33	(\$101,141.33)
0010-0032 - General Fund,Parks	\$1,096,986.00	\$1,264,318.00	\$1,137,175.70	\$127,142.30
0010-0035 - General Fund,Health	\$2,890,745.00	\$2,890,735.00	\$2,807,502.99	\$83,232.01
0010-0038 - General Fund,Recreation	\$328,361.00	\$307,139.00	\$281,529.26	\$25,609.74

Addendum 1

City of Torrington  
**Expense Annual Budget by Organization Report**  
Summary

	2015 Adopted Budget	2015 Amended Budget	2015 Actual Amount	Amended Budget Balance Available
0010-0039 - General Fund,Economic Development	\$74,790.00	\$76,007.00	\$72,590.38	\$3,416.62
0010-0040 - General Fund,Bond Redemption	\$2,515,000.00	\$2,515,000.00	\$2,515,000.00	\$0.00
0010-0041 - General Fund,Debt Int & Exp	\$1,295,152.00	\$1,295,152.00	\$1,294,464.03	\$687.97
0010-0043 - General Fund,Insurance	\$1,507,521.00	\$1,504,720.00	\$1,467,735.46	\$36,984.54
0010-0044 - General Fund,Pension & Benefits	\$12,438,160.00	\$12,114,647.00	\$12,097,314.79	\$17,332.21
0010-0045 - General Fund,Tax Collector	\$429,250.00	\$426,952.00	\$306,455.62	\$120,496.38
0010-0046 - General Fund,Board Of Education	\$70,932,574.00	\$71,164,136.00	\$65,649,315.44	\$5,514,820.56
0010-0047 - General Fund,Contingency	\$200,000.00	\$199,628.00	\$8,835.74	\$190,792.26
0010-0048 - General Fund,Probate	\$39,240.00	\$39,240.00	\$37,546.29	\$1,693.71
0010-0049 - General Fund,City Wide	\$1,774,917.00	\$160,584.00	\$155,762.02	\$4,821.98
Fund Total: General Fund	(\$123,012,697.00)	(\$123,012,697.00)	(\$116,133,567.27)	(\$6,879,129.73)
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$123,012,697.00	\$123,012,697.00	\$116,133,567.27	\$6,879,129.73
Net Grand Totals:	(\$123,012,697.00)	(\$123,012,697.00)	(\$116,133,567.27)	(\$6,879,129.73)
0010-0046 - General Fund,Board Of Education				\$5,514,820.56
Expenditure Budget Available Excluding BOE				(\$1,364,309.17)

Year End Transfer Request Detail  
Fiscal Year 2014/2015

<b>Public Works:</b>			
<b>Transfer From:</b>			
0010.0005.5970.0000	Capital Outlay-City Real Estate	Roof Replacement	\$10,635.00
0010.0035.5229.0000	Equipment-Health	Automated Cart Fund	\$17,500.00
Total Transfer to Fund 0311:	Capital Reserve		\$28,135.00
<b>Street:</b>			
<b>Transfer From:</b>			
0010.0031.5816.0019	Detention Ponds		\$10,000.00
0010.0031.5820.0000	Phase II Stormwater		\$9,476.00
Total Transfer to Fund 0310:	Capital Projects		\$19,476.00
<b>Parks:</b>			
<b>Transfer From:</b>			
0010.0032.5274.0000	Park Improvements-Minor		\$15,023.02
Total Transfer to Fund 0311:	Capital Reserve	Park Improvement Projects	\$15,023.02
<b>Police:</b>			
<b>Transfer From:</b>			
0010.0023.5357.0000	Capital Reserve	Admin Cost of Lease Purchase	\$550.00
Total Transfer to Fund 0310			\$550.00
<b>Transfer From:</b>			
0010.0023.5357.0000	Capital Reserve	Roof Loan Repayment - Equipment Maint.	\$52,656.00
Total Transfer to Fund 0311:			\$52,656.00
<b>Economic Development:</b>			
<b>Transfer From:</b>			
0010.0039.5900.0000	Program Expenditures	City Match - Preservation of Place Grant	\$2,500.00
Total Transfer To Fund 0166:			\$2,500.00
<b>Total Transfer Requests Out of General Fund:</b>			<b>\$118,340.02</b>

Addendum 1

City of Torrington			
Year End Budget Amendment Requests			
Fiscal Year 2014/2015			
Contingency/Personnel			
Transfer From:			
0010.0047.5991.0001	Contingency		\$33,638.55
Transfer To:			
0010.0012.5991.0001	Personnel	Cost of Negotiations	\$33,638.55
Police/Traffic			
Transfer From:			
0010.0023.5991.0001	Police		\$19,132.70
Transfer To:			
0010.0023.0024.5991.0001	Traffic	Labor Costs	\$19,132.70
Public Works Director/City Hall			
Transfer From:			
0010.0026.5991.0001	City Hall		\$165.40
Transfer To:			
0010.0025.5991.0001	Public Works Director	Labor Costs	\$165.40
Public Works-Engineering/Street/Parks			
Transfer From:			
0010.0027.5991.0001	Engineering		\$5,000.00
0010.0032.5991.0001	Parks		\$70,723.72
Total Transfer Out:			\$75,723.72
Transfer To:			
0010.0031.5991.0001	Street	Portion of Salt/Snow Removal Overexpenditure	\$75,723.72
Total Year End Budget Amendments			\$128,660.37