

**TOWN OF CROMWELL-BOARD OF FINANCE
REGULAR MEETING
THURSDAY, SEPTEMBER 23, 2010
CROMWELL TOWN HALL, ROOM 224/5
7:30pm**

Minutes and Record of Votes

Present: Chairman Ed Maley, Jr., Loraine Caruso, Michael Gengler, Julius Neto, Jack Henehan and Joe Corlis.

Absent: Alternates: Dan Kelly, Paul Beaulieu, and Victor Harpley.

Also present: John Flanders, First Selectman; Marianne Sylvester, Finance Director; Shawna Baron, Tax Assessor; Chief Salvatore and Sue Schein Recreation Director.

A. CALL TO ORDER:

Chairman Maley called the meeting to order at 7:30 pm.

B. SEAT ALTERNATIVES:

None.

C. APPROVAL OF AGENDA

A **motion** was made by Julius Neto, **seconded** by Loraine Caruso and it was **unanimously approved** to approve the amended agenda to include Item: J.2)a) DUI Law Enforcement Grant. *Motion passed.*

D. APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

- 1) Regular Meeting, July 22, 2010

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to approve the minutes of the July 22, 2010 Regular Meeting. *Motion passed.*

- 2) Regular Meeting, August 26, 2010-cancelled

E. CITIZENS COMMENTS:

None.

F. REPORT OF THE FIRST SELECTMAN:

First Selectman Flanders had nothing to report.

G. BUDGET REPORT:

Ms. Sylvester stated that there was nothing significant to report on the 2010-2011 budget and the 2010 budget closed mid-September. The Town has an operating surplus of \$497,709. There was a discussion of revenue and it was noted that the Town received more in outside revenue than expected.

H. REPORT OF THE TAX COLLECTOR:

Ms. Sylvester provided the Board with an updated Tax Collector's report with updated budget numbers. There was a discussion on the differences between the two reports and it was determined that the updated report date of September 2010 was acceptable. Chairman Maley stated that the current tax was at 56% which was good.

I. OLD BUSINESS:

None.

J. NEW BUSINESS:

- 1) Approve 2009-10 Interdepartmental Transfers, per attached.

Ms. Sylvester stated that the Public Works Department under budgeted on electricity, gas and some contractual services. Mr. Neto expressed his concern for how the Department was so far off from their budgeted amount and he expected a better job at projection. Ms. Sylvester commented that the CRRA rate was anticipated to be higher so there was excess for the Transfer Station.

A **motion** was made by Michael Gengler, **seconded** by Joe Corlis and it was **unanimously approved** to Approve Interdepartmental Transfers, per attached. *Motion passed.*

- 2) Appropriate \$45,000 within the CNR Fund for the purchase of a replacement SUV for the Police Department. Insurance proceeds will offset approximately 80% of this expense.

- a) Appropriate \$34,800 within the CNR Fund for the DUI Law Enforcement Grant.

Ms. Sylvester stated that there was \$45,000 in the CNR Fund for SUV. As of 7/1/10 the CNR Fund balance was \$106,685. The fund was replenished by repayment of grants, insurance and DUI reimbursements as well as the closing out of one project that did not come to fruition, electricity to the Transfer Station. There was a discussion with Mr. Flanders about this project.

The net effect of the SUV purchase is \$9,053. Chairman Maley questioned the damage of the vehicle wondering what if anything could have been salvaged instead of having to buy all new. Chief Salvatore gave the Board a detailed account of the incident; with the SUV completely submerged in water, all electronics and the vehicle required replacing.

A **motion** was made by Michael Genger, **seconded** by Loraine Caruso and it was **unanimously approved** to approve the appropriation of \$45,000 within the CNR Fund for the purchase of a replacement SUV for the Police Department. Insurance proceeds will offset approximately 80% of this expense. *Motion passed.*

A **motion** was made by Loraine Caruso, **seconded** by Julius Neto and it was **unanimously approved** to approve the appropriation of \$34,800 within the CNR Fund of for the DUI Law Enforcement Grant. *Motion passed.*

3) Discussion and action of transfer from the General Fund fund balance to the CNR Fund fund balance.

Ms. Sylvester stated the CNR Fund balance was \$63,832. The Fund balance summary was in the Board's packet. There was a discussion of reimbursements. Ms. Sylvester was expecting reimbursements but they won't come into the General Fund until the projects are complete. Both Ms. Sylvester and Mr. Flanders commented that they did not expect all of the reimbursements to be met before the end of the fiscal year,

There was a discussion of the Board of Education budget and the anticipated reduction in state support; the Board agreed they should be conservative in their decisions. Chairman Maley and Mr. Neto discussed expecting grants to be cut in municipalities.

A **motion** was made by Julius Neto, **seconded** by Joe Corlis to transfer \$345,000 from the General Fund fund balance to the CNR Fund fund balance.

A **motion** was by Michael Gengler, **seconded** by Jack Henehan and it was **unanimously approved** to table the vote until after appropriations discussions. *Motion passed.*

4) Discussion and action on Capital and Non-Recurring requests.

a) Assessor's Office

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso to appropriate \$140,000 of the \$280,000 within the CNR Fund for the 2012 Revaluation cost.

Ms. Baron explained that the Town's revaluation is due in 2012. She requested \$140,000 for this year, with the second installment of \$140,000 to be requested next year; looking to sign a contract July/August 2011. She further explained that revaluation is state mandated, but with a quality assurance program in place there will not be a need to measure all nor a need to go door to door again. Ms. Baron also stated that parcel counts are increasing. Chairman Maley questioned splitting the total between now and next June and would prefer to not split the cost, better to do it all in June. Mr. Gengler spoke in favor of splitting the cost, that it would be less of a hit later. There was a discussion of the legislation to push back the revaluation to offer relief to towns. There was a discussion of cost and the need for revaluation. There was concern that all of the funds may not be approved in June when requested. Chairman Maley reminded the Board that barring no legislative change, the Town will have to spend the \$280,000. Ms. Sylvester added that it was good to have sufficient, undesignated funds. All spoke in favor of waiting to decision this item except Mr. Gengler and Mr. Corlis.

A **motion** was made by Jack Henehan, **seconded** by Loraine Caruso and it was **approved** to table this item for a time to be determined, with Chairman Maley, Loraine Caruso, Julius Neto, Joe Corlis and Jack Henehan all in favor; Michael Gengler opposed. *Motion passed.*

b) Public Works

Mr. Flanders discussed Mr. Hood's research in energy conservation; LED lighting being so efficient that the energy savings expected would repay the cost within 2 years. Mr. Neto inquired about street lighting in addition to the proposed parking lot lighting; Mr. Flanders said that it was being looked into. Mr. Neto requested information from the vendor as well as a status report a year from now to see the savings results.

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to appropriate \$24,700 from within the CNR Fund for Parking Lot LED Lighting Upgrade. *Motion passed.*

Mr. Flanders stated that Town Hall's current truck designated to handle most of the Town Hall work is in poor condition and he supports the Public Works Department's judgment in requesting a Mason Body Dump Truck. He also noted that this truck can be used for plowing while the current truck cannot. Discussion moved on to the Highway Department's request for a 40,000lb Single Axel Dump Truck plow/sander. Mr. Flanders advised the Board that it was determined last winter that the current truck had to be removed from the road because it was a danger; he noted that a change in schedule was made to accommodate its loss. He cautioned the Board that the Town is in a cycle of replacing big equipment because the Town has very old equipment. Mr. Neto questioned if the Town needed to incur the cost since the Town was able to make due last year without it. Mr. Flanders said that despite ongoing manpower assessments, snowfall is still a variable. Ms. Caruso expressed concern that there would be no room to house the new truck, citing poor past storage leading to shorter vehicle life. Mr. Flanders said that they would do a better job than in the past of maintaining the equipment.

A **motion** was made by Loraine Caruso, **seconded** by Jack Henehan and it was **unanimously approved** to appropriate \$175,000 within the CNR Fund to purchase a 40,000lb Single Axel Dump Truck plow/sander. *Motion passed.*

Mr. Flanders said that he was comfortable with getting a used backhoe from the State for a good price and that the old backhoe was expected to sell for approximately \$5,000. Mr. Neto supported looking at the State's used equipment and suggested it be looked at for a used dump truck as well. Mr. Flanders suggested used is always the preference, but not always practical. He also said he was exploring alternative financing options.

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to appropriate \$80,000 within the CNR Fund for a backhoe. *Motion passed.*

c) Recreation

Ms. Schein stated that the gym floor was in need of replacing. The current floor was installed in 1995; despite being sealed annually, the floor has worn down to the rubber. She stated that the need for replacement was due to use, not abuse and it must be done now for safety reasons. Both Mr. Flanders and Mr. Neto spoke in support of the new floor for a variety of reasons.

A **motion** was made by Michael Gengler, **seconded** by Loraine Caruso and it was **unanimously approved** to appropriate \$40,000 within the CNR Fund for the purchase of a new gym floor. *Motion passed.*

There were no further motions on any more items on the list provided to the Board. Chairman Maley pointed out that Capital Expense can be revisited in the future; that not moving forward now does not prohibit moving forward in the future.

At this time, it was determined that only \$300,000 was needed to transfer from the General Fund to the CNR Fund vs. \$345,000.

Mr. Neto *withdrew* his **motion** and Ms. Caruso withdrew her **second**. There was no objection from the Board.

A **motion** was made by Julius Neto, **seconded** by Loraine Caruso and it was **unanimously approved** to transfer \$300,000 from the General Fund fund balance to the CNR Fund fund balance. *Motion passed.*

K. BOARD OF EDUCATION-LIASON REPORT:

Mr. Corlis reported the during the August 24, 2010 Board of Education meeting, the Superintendant announced that the Board of Education was getting \$252,000 from the Federal Government to be used for programs, hiring and re-hiring. The Superintendant emphasized that they will spend time on how to spend the funds. The funds are to be used by September 30, 2012.

Chariman Maley asked if there was any discussion of layoffs as a result of the Town's budget cuts; Mr. Corlis was not aware of any discussions, as it hadn't been mentioned at any meetings.

Mr. Corlis reported that during the September 14, 2010 Board of Education meeting, the Superintendent announced that Cromwell was selected over all of the other districts in CT to participate in the Norwegian Education Program.

L. CHAIRMAN'S COMMENTS:

Chairman Maley attended the Board of Education's negotiation session. He said that it was extremely limited but things were going forward. Mr. Neto requested an Executive Session for review once negotiations get further along. Chairman Maley announced that he is the Chair for the Charter Revision Committee and encouraged all to discuss their thoughts with either he or Mr. Flanders.

M. VICE CHAIRMAN'S COMMENTS:

None.

N. GOOD AND WELFARE:

None.

O. ADJOURNMENT:

A **motion** was made by Loraine Caruso, **seconded** by Jack Henehan, and it was **unanimously approved** to adjourn the meeting at 9:32pm. *Motion passed.*

Respectfully submitted,

Lisa Ruggiero
Clerk, Board of Finance