

**TOWN OF CROMWELL
BOARD OF FINANCE**

**REGULAR MEETING
THURSDAY, MARCH 23, 2006 7:30 p.m.
41 WEST STREET
Room 224/225**

MINUTES

- A. Call To Order: Chairman Michael Genglar called the meeting to order at 7:50 p.m. The above members were noted.**

Greg Bedell made a motion to seat Alternate James Henehan, seconded by Julius Neto. All were in favor.

- B. Approval of Agenda: Greg Bedell made a motion to approve the agenda, seconded by Julius Neto. All were in favor.**

- C. Approval of Minutes of Previous Meeting: Greg Bedell made a motion to approve the Minutes, seconded by Julius Neto. All were in favor.**

- D. Citizens Comments: None.**

- E. Report of the First Selectman: First Selectman Paul Beaulieu reported that the Members received their budget books for review. He asked that they keep insurance costs in mind. We will not know what the premium will cost yet, but we will be looking for a 15% Anthem increase. The actual amount will not be conveyed until we have the correct figure. We also need to look at salary increases for 2 Departments: 1. The Police Department, and 2. The Public Works Department. Those contracts are currently under negotiations. Today, we began recruitment for the Finance Director position and a staff accountant position. Also, the replacement roof for the Town Hall began today and for the sewer garage, which is 20 years old costing 35,000.**

- F. Old Business: None.**

- G. New Business:**

- 1. Discussion & Action on a recommendation to a Special Town Meeting on an additional appropriation of \$20,000 for consulting services related to the design of Coles Road Phase 1 improvements. This Appropriation would be from LoCIP Fund balance and, if approved by the State, reimbursed through the LoCIP grant.**

Greg Bedell made a motion to open, seconded by Ed Maley. All were in favor.

Marianne Sylvester reported that the fund has enough for this specific request of 20,000 and we did not receive additional funding for this.

Greg Bedell made a motion to approve, seconded by Ed Maley. All were in favor.

- 2. Discussion & Action on a recommendation to A Special Town Meeting on an additional appropriation of \$198,934 for the demolition, design and construction of a new Christian Hill Road bridge spanning Coles Brook. This appropriation would be from the LoCIP Fund balance and if approved by the State, reimbursed through the LoCIP grant.**

Ed Maley made a motion to open, seconded by Greg Bedell. All were in favor.

Julius Neto mentioned that the bridge is falling apart, in very poor condition, and Inland Wetlands says the bridge is very narrow.

Paul Beaulieu mentioned that nothing has changed here except the cost of construction. The whole process is taking so long to get this done that construction costs are on going and that is why additional appropriation is required.

Ed Maley made a motion to approve, seconded by Greg Bedell. All were in favor.

- 3. Discussion & Action on a recommendation to A Special Town Meeting on an additional appropriation of \$100,000 for the Evergreen Road Drainage project. This appropriation would be from the LoCIP Fund balance and if approved by the State, reimbursed through the LoCIP grant.**

Ed Maley made a motion to open, seconded by Greg Bedell. All were in favor.

Ed Maley asked why all these are slowed down.

Marianne mentioned that this is at the DOT level. Julius Neto mentioned that Inland Wetland approved and this was on the agenda for about a year.

Paul Beaulieu mentioned that these three are the worst drainage issues we have going on right now in town.

Ed Maley made a motion to approve, seconded by Greg Bedell. All were in favor.

4. **Discussion & Action on a request from the Board of Education for a recommendation to A Special Town Meeting on the energy improvement proposal providing alternative financing for energy efficient lighting and monitoring equipment.**

Paul Beaulieu is concerned with setting a precedent. He has never seen this for the Board of Education the process for a standard business contract having to go through the process of the Board of Selectman, then before the Board of Finance, then to a Special Meeting. It is a very cumbersome process for a very routine type of contract. This is a long-term structured debt or long-term sales instrument. We need to consider this carefully if it involves more than one fiscal year and be consistent. Ed Maley suggested that maybe the Board of Education never had a capital up front expenditure paid off by future savings not bonded and maybe we were just never in this situation before.

Ed Maley moved that the Board of Finance strongly recommend the First Selectman that a Town Meeting be held on this issue and we recommend approval to the Town Meeting, seconded by Julius Neto. All were in favor.

5. **Authorize inclusion of the Sewer Department roof repairs in the 35,000 CNR appropriation for Town Hall roof repairs.**

Ed Maley made a motion to open, seconded by Julius Neto. All were in favor.

Marianne Sylvester reported that the CNR request for 35,000 was already approved. Building maintenance is a separate department other than sewer. The Sewer pays rent to the town solely for office or sewer garage. If this is approved tonight then it will go before the Board of Selectman on April 12, 2006.

Ed Maley questioned whether we bother to request for reimbursement from the Sewer or the Net Capital Cost. If this was for a tenant they would not normally do, however if there is ownership interest they may do. This is a relative low number in the capital expense and may not be worth the effort.

Ed Maley made a motion to approve, seconded by Julius Neto. All were in favor.

6. **Authorize Board of Finance chairman to request additional budget information.**

Finance Board is under staff at this time. They are looking to fill positions for an Accounting Staff as well as a Finance Director.

Ed Maley made a motion to approve, seconded by James Henehan. All were in favor.

Julius Neto mentioned that he asked the Police Department to provide information. The Chief and Captain are usually very cordial in providing information and Julius mentioned that he would not want to create any undo stress. Julius Neto mentioned that he has some statistics to share with the group, which he can provide through e-mail. Copies of reports he is looking at are the number of shifts that overtime requires, sick time and utilization of the void so that overtime can cover that void. Paul Beaulieu mentioned that the 11-3 slot at the Police Department is problematic and overtime is a great mystery. Julius Neto brought up contractual obligations that require staffing and their voids in staffing. A new hire should have a decrease in overtime, but that is not so for the Police Department.

Ed Maley made a motion to approve, seconded by James Henehan. All were in favor.

7. Response to 2004-2005 Audit Report.

Fixed Asset Reporting & Infrastructure Reporting

The Town has hired a company to help the Town put an Asset Management System in place that will cover infrastructure as well as inventories in which the Board of Education will partner in with.

Julius Neto asked what the value on this for the Town to gather data is. Paul Beaulieu mentioned that now that the weather is nicer the High School Students are working with the Town Staff counting the manholes in town. This is part of a community service project. Mr. Neto commented on the goodness of community involvement.

Encumbrances / Accounts Payable

Program software will be in place effective June 30th. We hope to improve this situation.

Post Employment Benefits

The Town will secure a vendor this fiscal year and it is anticipated that we may begin reporting as of June 30th, 2007.

Deposit & Investment Risk Management

The Town will accomplish updating its investment policies & procedures to satisfy Statement No. 40 requirements by fiscal year end.

Ed Maley made a motion to table, seconded by Julius Neto. All were in favor.

Board of Education Response to Audit

Fixed Asset Report

BOE will work with the Town of Cromwell to keep informed on all capital Asset purchases of significant value.

Educational Grants Fund

BOE will continue to plan their transition to windows based computer System and will establish general ledger control over educational grants.

Post Employment Benefits

BOE will work closely with the Town to develop this cost and report properly as required by GASB 43.

Greg Bedell made a motion to table, seconded by Julius Neto. All were in Favor.

H. Budget Reports:

Spring time work- Bob Jahn in April he can come back and ask for in departmental transfer.

Inland Wetlands Agency is having a Commission Clerk issue.

Estimate of Deficit - Labor relations in a whole of 30,000.

Economic Development is not over encumbered.

I. Report of the Tax Collector: None.

J. Board of Education-Liason Report: Julius Neto mentioned that this was a somewhat ineventful.

K. Chairman's Comments: Chairman Mike Genglar mentioned that it was last reported 50,000 for the Capital Project Plan, there was a Bond issue of Cost and a taxpayer mentioned that the children should be going to all day kindergarten classes, no longer half -days.

The effective tax rate is not available yet; hopefully we will have before we go into deliberation.

The POCD will be held on March 30, 2006.

On March 17, 2006 Chairman Michael Genglar sent a letter to State Senator William Ciotto and State Representative James O'Rourke regarding Governor Rell's Proposal to eliminate the property tax on certain passenger cars (SB#50). The Cromwell Board of Finance has voted to oppose subject Senate Bill #50.

L. Good And Welfare: Chairman Michael Genglar mentioned that Lorraine Caruso is in Philadelphia tending to family matters but she will be here for the budget.

M. Adjournment: Chairman Michael Genglar adjourned at 9:02, seconded by Greg Bedell. All were in favor.

Respectfully Submitted,

**Michelle Milardo
Clerk**