

Town of Cromwell, CT
Board of Finance
Regular Meeting
Thursday, September 22, 2016
Town Hall Room 7:00 P.M. Room 224/225

Minutes and Record of Vote

Present: Chairman John Henehan, Joseph Corlis, Allan Spotts and Bob Milardo

Not Present: Vice-Chairman Julius Neto, Amanda Drew, Alternate Jon Dzurka and Alternate Dan Kelly

Also Present: Town Manager Anthony Salvatore, Assistant Finance Director Sharon Devoe, Public Works Director Lou Spina, Superintendent Dr. Paula Talty and Board of Ed Finance Director Eve Spencer.

Call To Order – Chairman John Henehan called the Regular Meeting dated September 22, 2016 to order at 7:02 p.m.

Pledge of Allegiance – The Pledge of Allegiance was said by all.

Seat Alternates – No Alternates to seat.

Approval of Agenda – A motion was made by Mr. Milardo and seconded by Mr. Corlis to approve the agenda dated September 22, 2016. *All in Favor – Motion Passed*

Approval of Minutes of Previous Meetings –

Regular Meeting June 23, 2016 – A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve the minutes of the Regular Meeting dated June 23, 2016. *All in Favor – Motion Passed*

Regular Meeting July 28, 2016 – Cancelled

Citizens Report – None

Report of the Town Manager – Town Manager Anthony Salvatore updated on the various projects –

- Refurbishing of Town Hall parking lot and landscaping surrounding it.
- Raymond Road project started.
- Pierson Park Improvements (completed the drainage issue, installation of permanent lights for the football field parking lot, etc.)
- Reorganization of personnel between the Sewer Department and the Tax Department. Also checking what other areas that brings in revenue can also be incorporated in with the Tax Department.
- New Vendor for the Town Webpage.
- New Board of Ed Finance Director has been designated.

Discussion from Finance Board members on the job well done in regards to the Town Hall renovations.

Mr. Salvatore later updated the Finance Board on the union negotiations that taking place. He also notified the Finance Board that he will be replacing three of his directors (Senior Center Director, Park and Rec Director and the Library Director). He noted that Mr. Geer will be filling in for the Senior Center and the Assistant Library Director will be filling for the Library until one is appointed.

Report of the Finance Director – Assistant Finance Director Sharon Devoe reported that fiscal year 2015-16 budget final numbers finished with a surplus of funds. She also notified the Finance Board that the Auditors were on site and that the current budget numbers still seem to be on target. It was asked what surplus dollars were for 2015-16 budget. Ms. Devoe stated that she was reluctant to answer until the audit is completed.

Town Manager Anthony Salvatore also noted on the State Aid and stated that the Governor promised that the funds would be paid.

No questions were asked of Ms. Devoe.

Report of The Tax Collector – In the absence of Tax Collector Doug Sienna Ms. Devoe reported that the total collected is at 56.71% and expects to finish on budget or slightly higher. A copy of the Collections Report was included in the packet and can be reviewed for specific data.

Old Business – None

New Business –

1. Discussion and action to appropriate \$15,000 with the CNR Fund for the repairs to the roof in the atrium of Town Hall. A motion was made by Mr. Spotts and seconded by Mr. Corlis to appropriate \$15,000 with the CNR Fund for the repairs to the roof in the atrium of Town Hall. ***All in favor – Motion Passed***

Public Works Director Lou Spina reported that the atrium in the Town Hall was leaking and would like the funds for repairs. He explained that the skylight is approximately 30 years old and to repair it would allow it to last another 4 to 5 years instead of spending \$100,000 to replace it. Mr. Spina included the proposal in the packet provided explaining the scope and cost of the work that needs to be done to repair the skylight.

2. Discussion and action to appropriate \$140,000 from the General Fund fund balance for the acquisition of property and associated legal and administrative costs, for the construction of a new Public Works facility. A motion was made by Mr. Milardo and seconded by Mr. Spotts to appropriate \$140,000 from the General Fund fund balance for the acquisition of property and associated legal and administrative costs for the construction of a new Public Works facility. ***All in favor – Motion Passed.***

Town Manager Anthony Salvatore reported on the details and also included the memo that was sent to the Town Council for the funds needed to acquire property and cover legal and administrative fees. It has been estimated that the property would be approximately \$120,000 and legal/administrative fees would be approximately \$20,000. There was discussion between Mr. Salvatore and Finance Board members asking when the property would be acquired. Mr. Salvatore mentioned that he would like to have funds available so the property can be acquired by the end of the year.

3. Discussion and action to appropriate \$3,200 from the General Fund fund balance to the Economic Development budget to support the fireworks planned for the Halloween festivities on Main Street. A motion was made by Mr. Spotts and seconded by Mr. Corlis to appropriate \$3,200 from the General Fund fund balance to the Economic Development budget to support the fireworks planned for the Halloween festivities on Main Street. ***All in favor – Motion Passed.***

Town Manager Anthony Salvatore reported that October 22nd Halloween on Main Street Event needs another \$3,200 to help offset the cost of the fireworks plan for the end of the night. He stated that it will cost approximately \$8,000 to put on the fireworks display and the Economic Development budget only had \$4,800 from the Riverport Festival account. They are planning to combine Trick or Trunk and Halloween on Main Street and since there was not a Riverport festivities they thought it would be nice to have the fireworks after the Halloween festivities. There was some discussion but mostly stating that it was a good idea to combine it and give the town something to enjoy.

4. Discussion and action to approve a \$47,789 Board of Education transfer from unexpended funds to the Board of Education's Capital Account. A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve \$47,789 Board of Education transfer from unexpended funds to the Board of Education's Capital Account. *3 approved and 1 abstained – Motion Passed.*

Dr. Talty supplied a memo explaining the reason for the transfer of funds (for example, the purchase of 3D printers for the STEM program. She also introduced the new Board of Education Director Eve Spencer.

Dr. Talty also noted that the teacher negotiations are going to begin and the Finance Board will be notified.

Board of Education-Liaison Report – Mr. Corlis reported that the Board of Ed met on September 13th and the new Board of Ed Director Eve Spencer talked about the monies that were left over and if approved talked about what they would do with the money and stated that was his report.

Some discussion took place. It was asked if there was a meeting on October 24th to go over condition study. It was noted that it is contingent on Ms. Sylvester's return to work. Time and location to be determined.

Chairman's Comments – Chairman John Henehan stated that it is going forward there probably will not be a month without a meeting. Should be very interesting with all that is coming up.

Vice-Chairman's Comments – None

Good and Welfare – The Board passes on best wishes to Ms. Sylvester and wish her a speedy recovery. Also wishes for Ms. Drew's daughter to get better soon.

Adjournment – A motion was made by Mr. Milardo and seconded by Mr. Spotts to adjourn meeting at 7:40 p.m. *All in Favor – Motion Passed*

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk