

Town of Cromwell, CT  
Board of Finance  
Regular Meeting  
Thursday, March 23, 2017  
Town Hall Room 7:00 P.M. Room 224/225

**Minutes and Record of Vote**

Present: Chairman John Henehan, Bob Milardo, Joseph Corlis, Amanda Drew, Allan Spotts and Alternate Jon Dzurka

Not Present: Vice Chairman Julius Neto, Alternate Dan Kelly and Town Manager Anthony Salvatore

Also Present: Finance Director Marianne Sylvester, Board of Ed Finance Director Eve Spencer and Chief Denise Lamontagne

**Call To Order** – Chairman John Henehan called the Regular Meeting dated March 23, 2017 to order at 7:04 p.m.

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

**Seat Alternates** – A motion was made by Ms. Drew and seconded by Mr. Corlis to seat Alternate Jon Dzurka. *All in Favor – Motion Passed*

**Approval of Agenda** – A motion was made by Ms. Drew and seconded by Mr. Spotts to approve the amended agenda dated March 23, 2017. *All in Favor – Motion Passed*

**Approval of Minutes of Previous Meetings** –

**Regular Meeting February 23, 2017** – A motion was made by Ms. Drew and seconded by Mr. Spotts to approve the minutes of the Regular Meeting dated February 23, 2017. *1 abstained and 5 approved – Motion Passed*

**Citizens Report** – None

**Report of the Town Manager** – The Town Manager's report was given at the end of the meeting in hopes that Mr. Salvatore would show up after the Town Council meeting he was attending across the hall. Finance Director Marianne Sylvester filled in and reported in the Town Manager's place. She reported on the following –

Public Works – Spring Road work in various areas.

Discussion took place as to the Budget. Ms. Sylvester noted that the budget books were handed out. A memo was included in the books stating that the health insurance rates were lower than anticipated and that they are working with the figures given to date. Pension percentage increase, which is approximately another \$15,000 from our budget. There was some discussion as to what is happening in Hartford. Ms.

Sylvester noted that there is still no conclusive information being provided. She noted that the mill rate would need to be determined in May so that the tax bills can be calculated and mailed on time.

**Report of the Finance Director** – Finance Director Marianne Sylvester reported that through the end of February 2017 expenditures and revenue seem to be on target. Some areas are being watched but there will be some that will come in with surpluses, which will offset those that have a deficit. Legal expense is one that is being monitored. An approximate \$15,000 deficit is anticipated for Legal but should be able to offset it with any surplus from another area. Further discussion took place in regards to ongoing contracts, etc.

Ms. Sylvester also updated on the status of what was spent on snow removal this year compared to last year.

**Report of The Tax Collector** – In the absence of Tax Collector Doug Sienna Ms. Sylvester reported that the collections report included in the packet provided prior to the meeting. Collections are approximately \$120,000 short but Mr. Sienna is confident that they should be able to collect it before June 30<sup>th</sup>.

**Old Business** – None

**New Business** –

**1. Discussion and action to appropriate \$14,200 in the Capital/Non-Recurring (CNR) Fund for the 2017 High Visibility Distracted Driving Enforcement Grant (75% will be reimbursed to Town).**

A motion was made by Mr. Milardo and seconded by Ms. Drew to approve \$14,200 in the Capital/Non-Recurring (CNR) Fund for the 2017 High Visibility Distracted Driving Enforcement Grant. ***All in favor – Motion Passed***

Chief Lamontagne reported on the program for distracted driving. A memo was included in the packet, which also details the program. The program is to start April 4<sup>th</sup> thru the 30<sup>th</sup> and again August 2<sup>nd</sup> thru the 16<sup>th</sup>. She explained what tactics will take place and just explained how it will work. Further discussion took place reporting on how many infractions there were and also discussion if distraction driving has increased especially cell phone use.

**2. Discussion and action to change the scope of the Police Department's Carport project and increase the appropriation in the CNR fund by \$50,000.** A motion was made by Mr. Spotts and seconded by Mr. Corlis to withdraw the appropriation for the Police Department's Carport project. ***All in favor – Motion Passed***

Chief Lamontagne memo is included in the packet explaining why the funds will be returned. Chief explained that the project was being quoted much higher than anticipated and could not justify the cost to the town to build the carports and to possibly use theses funds for something else. Some discussion took place.

**3. Approve Other Fund budgets (included in budget books):**

**a. Dog License Fund                      \$24,024**                      A motion was made by Ms. Drew and seconded by Mr. Spotts to approve \$24,024 for the Dog License Fund. ***All in favor – Motion Passed.***

**b. Sidewalk Fund                      \$7,500**                      A motion was made by Ms. Drew and seconded by Mr. Spotts to approve \$7,500 for the Sidewalk Fund. *All in favor – Motion Passed.*

Ms. Sylvester reported on how the Sidewalk Fund is going to work and what areas it will cover. It is a contingent fund to take care of any sidewalk repairs that are needed to be done. Further discussion took place asking specifics of the funds and how it will be applied.

**4. Discussion and action to appropriate \$50,000 within the CNR Fund to address deficiencies at the tennis courts in Waltrous Park.** A motion was made by Ms. Drew and seconded by Mr. Spotts to appropriate \$50,000 with the CNR Fund to address deficiencies at the tennis courts in Waltrous Park.

Ms. Sylvester reported on this matter. She explained that the tennis courts in bad condition and has become in some areas a safety issue. The tennis courts are being used by some of the schools and town people. Further discussion took place concerning this manner.

**Board of Education-Liaison Report** – Mr. Corlis reported that the Board of Ed meeting for February 14, 2017 was cancelled due to the snowstorm and noted that he had nothing to report.

**Chairman's Comments** – Chairman John Henehan requested that everyone go home and review the budget books provided by the Finance Director.

**Vice-Chairman's Comments** – None

**Good and Welfare** – Chairman Henehan wished Mr. Neto and Mr. Dzurka safe travel for their trips.

**Adjournment** – A motion was made by Mr. Milardo and seconded by Mr. Spotts to adjourn meeting at 7:50 p.m. *All in Favor – Motion Passed*

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk