

Town of Cromwell, CT
Board of Finance
Special Meeting
Tuesday, May 3, 2016
Cromwell High School – Library
8:15 P.M. (after referendum votes are tallied)

Minutes and Record of Vote

Present: Chairman Henehan, Allan Spotts, Joseph Corlis, Bob Milardo and Alternate Dan Kelly

Not Present: Vice-Chairman Julius Neto and Amanda Drew

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester, Board of Education Business Manager Karen Clancy and Tax Collector Doug Sienna

Call To Order - Chairman Henehan called the Special Meeting dated May 3, 2016 to order at 8:15 p.m.

Seat Alternates – *A motion made by Mr. Spotts and seconded by Mr. Corlis to seat Alternate Dan Kelly. All in Favor – Motion Passed*

Approval of Minutes of Previous Meeting – None

New Business –

Discussion and decisions on the 2016-17 budget based upon the results of the budget referendum. Should the budget not be approved, action to recommend a new budget to a subsequent referendum. *No action taken.*

Discussion and decisions on setting the mill rate for fiscal year 2016-17 should the entire budget be approved. Finance Director Marianne Sylvester distributed copies of the budget summary to the board members. She noted that she adjusted the number from what was given by the State. She noted that there was an increase from last year (based on the town budget, General Fund, Debt Service and Board of Education). She noted that it was basically everything that was approved.

Approve projected revenue other than taxation – Finance Director Marianne Sylvester ran the most current revenue pages. This takes into consideration where we are now. It is the most conservative numbers that had come from the State to date.

Chairman Henehan also noted that a lot is unknown from the State and is very uncertain. He is not sure if the State will be making additional cuts or changes for next year or for the balance of this year. There are a couple of ways the Finance Board could go: 1) Aggressive – leaving everything as is with the speculation all will okay and deal with the changes if they happen and 2) Conservative – This is where the Finance Board may want to anticipate what is needed and make a list of items that can be eliminated or changed. The Board would look at the needs of the town people, departmental needs and still be able to pay the bills.

Under State Aid (Landscape) – the top line says Municipal Revenue Sharing Fund and the bottom line says Municipal Aid Projects. Both line items had dollar amounts listed and then it was adjusted to a zero balance. Ms. Sylvester explained that the information she was getting was uncertain and because this was a new line item for revenue, she decided to take it out and not count on it.

Total Revenue not taxed is \$6,491,465 in departmental revenue, taxable revenue and other revenue generated from other departments other than current property taxes (Mattabasset, etc). Everything is based on estimates (it will depend on the number of building permits issued).

A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve the projected revenue other than taxation in the amount of \$6,491,465. All in Favor – Motion Passed

Approved Senior Tax Deferral amount – Finance Director Marianne Sylvester distributed a draft with her recommendations and what the Finance Board is voting on now. It consists of a couple of programs (a Town program and a State program). The Circuit Breaker program is included in State Aid. She noted that right now there are 32 people on deferral compared to 39 last year. It is being estimated at \$65,000 and \$68,000 for the Circuit Breaker program for a total of \$133,000 that the town would not receive in taxes.

A motion was made by Mr. Spotts and seconded by Mr. Corlis to approved Senior Tax Deferral in the amount of \$65,000. All in Favor – Motion Passes

Discussion and action on amount to be used from Fund Balance and approve transfer of \$872,400 from the General Fund fund balance to the Capital and Non-Recurring Fund for 2016-17 capital requests, as approved in the budget process.

Chairman Henahan noted that details have been previously discussed in meeting that took place prior to this meeting. Ms. Sylvester provide a list of capital projects already approved by Town Council and Board of Finance totaling \$872,400. This is for near-term (and reval is also included).

A motion was made by Mr. Spotts and seconded by Mr. Corlis and Mr. Kelly to approve \$872,400 coming from General Fund Balance and transfer to Capital and Non-Recurring Fund for 2016-17 Capital requests. All in Favor – Motion Passed

Approve Collection Factor for property taxes – Tax Collector Doug Sienna reported that he is presently at 113% but is not current. Ms. Sylvester noted that the Tax Department is \$40,000 short on this year's budget with two months left to collect. Mr. Sienna is not expecting to break 100% but expects to meet the average budgeted 98.75%.

A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve Collection Factor for property taxes at 98.75%. All in Favor – Motion Passed

Approve Grand List – Finance Director Marianne Sylvester reported that the Grand List changed as information is received by the Assessor's office. It had gone up some. The Grand List totals \$1,327,000,000 (increase of 2.6% over the current year's budget). She noted that there is one appeal case that has been factored in. Ms Sylvester is being conservative with the numbers but is comfortable with it.

A motion was made by Mr. Kelly and seconded by Mr. Spotts to approve the Grand List in the value of \$1,327,000,000. All in Favor – Motion Passed

Approve Mill Rate – Finance Director Marianne Sylvester explained what dollars are used and how the mill rate it calculated. Mr. Salvatore also pointed out that due to refinancing some of the debt and the hard work of all involved in the budget assisted in keeping the mill rate the same as the current year (2015-16) at 31.38.

*A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve the mill rate for fiscal year 2016-17 at 31.38. **All in Favor – Motion Passed***

Approve Tax Collector's Suspense List (\$19,930.44) – Tax Collection Doug Sienna reported on the list provided on collectible debt. Most of the individuals listed are due to a bad address on file. He will keep them suspended and will activate is a corrected address is received or if the individual moves back into town. There was further discussion from Mr. Sienna explaining how the process works and how/why they are kept on a suspended list. He also explained when liens are placed on suspended real estate and those that are just suspended. He further explained their time limits.

*A motion was made by Mr. Spotts and seconded by Mr. Corlis to approve the Tax Collector's Suspense List for \$19,930.44. **All in Favor – Motion Passed***

Chairman's Comments - Chairman Henehan was glad to get the three yeses and not have to be concerned in updating and making this meeting longer. Things went well and there are a lot of people, department heads and individuals that are responsible for having everything come together as well as they did. As a result of this hard work, the mill rate was able to stay the same. He also expressed the hope that the town's people are glad where we are with the budget and like living in Cromwell.

Vice-Chairman's Comments – None

Good and Welfare – Michael Gengler wanted to remind everyone of the Charter Revision Meeting on May 4, 2016 at 7:00 p.m. at the Town Hall (Room 224/225). Chairman Henehan asked Mr. Gengler why he felt it necessary to mention this at this meeting and he informed the Finance Board that he hear a rumor that there was a recommendation to eliminate the Finance Board. He thought that the members of the Finance Board might want to attend the meeting and discuss why they think it works for the town. There was additional discussion as to where the rumor came from. The Charter Revision Meeting is an open meeting and this recommendation could be coming from the Town Council and/or someone for the general public.

Adjournment – *A motion was made by Mr. Milardo and seconded by Mr. Spotts to adjourn the meeting at 8:51 p.m. **All in Favor – Motion Passed***

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk