

Town of Cromwell, CT  
Board of Finance  
Regular Meeting  
Thursday, April 27, 2017  
Town Hall Room 7:00 P.M. Room 224/225

**Minutes and Record of Vote**

Present: Chairman John Henehan, Vice Chairman Julius Neto, Joseph Corlis, Amanda Drew, Alternate Dan Kelly and Alternate Jon Dzurka

Not Present: Bob Milardo and Allan Spotts

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester and Board of Ed Finance Director Eve Spencer

**Called To Order** – Chairman John Henehan called the Regular Meeting dated April 27, 2017 to order at 7:00 p.m.

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

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

\*\*\* Reminder to all that on May 2, 2017 following the referendum votes (approximately 8:00 p.m.)\*\*\*

**Approval of Agenda** – A motion was made by Mr. Neto and seconded by Mr. Corlis to approve the agenda dated April 27, 2017. *All in Favor – Motion Passed*

**Approval of Minutes of Previous Meetings** –

**Regular Meeting March 23, 2017** – A motion was made by Ms. Drew and seconded by Mr. Neto to approve the minutes of the Regular Meeting dated March 23, 2017. *Abstained by Mr. Kelly and Mr. Neto and 4 approved – Motion Passed*

**Public Hearing April 11, 2017** – A motion was made by Mr. Neto and seconded by Mr. Corlis to approve the revised minutes of the Public Hearing dated April 11, 2017. *Abstained by Mr. Kelly and Mr. Neto and 4 approved – Motion Passed*

Page 3 last paragraph – change Public Hear to Public Hearing.

**Special Meeting April 11, 2017** – A motion was made by Ms. Drew and seconded by Mr. Kelly to approve the revised minutes of the Special Meeting dated April 11, 2017. *Abstained by Mr. Kelly and Mr. Neto and 4 approved – Motion Passed*

Page 1 last paragraph – adding Bonnie to Bonnie Anderson

**Special Meeting April 12, 2017** – A motion was made by Ms. Drew and seconded by Mr. Corlis to approve the minutes of the Special Meeting dated April 12, 2017. *Abstained by Mr. Kelly and Mr. Neto and 4 approved – Motion Passed*

**Special Meeting April 17, 2017** – A motion was made by Mr. Neto and seconded by Mr. Corlis to approve the minutes of the Special Meeting dated April 17, 2017. *Abstained by Ms. Drew, Mr. Kelly and Mr. Dzurka and 3 approved – Motion Passed*

**Citizens Report** – None

**Report of the Town Manager** – The Town Manager's report that there was no new news from the State. Mr. Salvatore noted that he is on the Board of the Director for Cost and Executive Board of Director for the River Cog and they rejected the Governor's budget. He also noted that they rejected the proposal from the Democrats and the Republicans still need to be reviewed.

Mr. Salvatore also mentioned that the cuts have been made and decided. He also updated on the decision made by the residents on the sale of some property. He noted that the budget still looks good except for legal for various reasons. He discussed some of the changes being proposed by the Charter Revision Committee (such as; 4 year term for the Mayor, Tax Collector/Auditor should be an appointed position and not elected, etc.).

Further discussion took place wanting to know who would appoint such positions as the Auditor and the response was that the Board of Finance would decide. There was also discussion if there was any financial impact as a result from not selling the proposed properties and there is not.

**Report of the Finance Director** – Finance Director Marianne Sylvester provided a copy of update Year-to-Date Budget Report and a copy of the 2016-2017 Quarterly Budget Variance Report. She expressed that there is no concern at this time. Legal is being monitored closely and funds may need to be transferred towards the end of the budgeted year. Some of the line items will have a surplus, which will cover any deficit in legal. Revenue looks good. Tax Collections met budget (Motor Vehicle collections exceeded budget). She noted that even with the cut in State Aid we should be okay with the budget as it stands. She re-iterated that revenue should come in at budget or higher and that there is no new news from the State.

On the lighter side Ms. Sylvester reported that for the 26<sup>th</sup> year the Town of Cromwell has received a certificate for financial excellence.

More concerns and discussion took place in regards to State Aid cuts and how it will affect the budget.

**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. Refer to the Collections Report and appears they are doing well and should meet the 98.75% or better.

A motion was made by Mr. Neto and seconded by Mr. Corlis to approve the Suspension List for a total of \$13,231.08. *All in Favor – Motion Passed.*

**Old Business** – None

**New Business** –

**1. Authorize the Board of Education to enter into a multi-year financial loan agreement for the purpose of purchasing district technology equipment.** A motion was made by Mr. Neto and seconded by Ms. Corlis to approve the Board of Education to enter into a multi-year financial loan agreement for the purpose of purchasing district technology equipment. *All in favor – Motion Passed*

Board of Ed Director Eve Spencer provided a memo outlining the particulars of the multi-year loan for technology equipment for the Middle School. There was additional discussion in regards to the details of the loan.

**2. Approve interdepartmental transfer, pending Town Council approval. (NOTE: It was approved by the Town Council prior to tonight's meeting).**

**a. \$30,000 from Employee Benefits to Legal Expense.** A motion was made by Mr. Neto and seconded by Mr. Corlis to approve the transfer of \$30,000 from Employee Benefits to Legal Expense. *All in Favor – Motion Passed.*

No additional discussion took place since this was previously discussed in other meeting.

**b. \$40,000 from Public Work-Other to Highway.** A motion was made by Mr. Neto and seconded by Mr. Corlis to transfer \$40,000 from Public Work-Other to Highway. *All in Favor – Motion Passed.*

Mr. Salvatore reported that the Public Works budgeted items will be sub-divided for a more efficient way to track funds and expenditures instead grouping them as it is now. Changes between department heads to be approved by the Board of Finance. Inter-department moves can be done by the Town Manager's approval. Further discussion took place as to the particulars as to how it will work.

**Board of Education-Liaison Report** – Mr. Corlis reported that the Board of Ed met on April 18, 2017 and the Board of Ed Director Eve Spencer reported no major changes to the budget. He noted that there are three areas that have a deficit (Employee Benefits, Pupil Services and Tuition). These areas will be monitored and will have funds transferred to cover the deficit.

There was an Executive Meeting announcing the new Superintendent John Maloney and it is effective as of July 1, 2017.

A meeting to be scheduled to post the Assistant Directors position.

**Chairman's Comments** – Chairman John Henehan reminded everyone that the Special Meeting is scheduled following the Referendum voting on May 2, 2017. Time to take place around 8:00 p.m. The mill rate will be set at that time. He also wishes Mr. Maloney the best of luck as Superintendent.

**Vice-Chairman's Comments** – None

**Good and Welfare** – None

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

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk