

**TOWN OF CROMWELL - BOARD OF FINANCE
REGULAR MEETING
THURSDAY – November 19, 2015
CROMWELL TOWN HALL (ROOM 224/225) @ 7:00 P.M.**

RECEIVED FOR FILING
11-25 2015 at 8:45 M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.
Jan Ahlquist
TOWN CLERK

Minutes and Records of Votes

Present: Chairman John Henehan, Vice Chairman Julius Neto, Joseph Corlis, Amanda Drew, Bob Milardo, Allan Spotts and Alternate Dan Kelly

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

CALLED TO ORDER - The meeting was call to order at 7:00 p.m. by Chairman Henehan.

SEATING OF ALTERNATES – *No alternates in attendance.*

APPROVAL OF AGENDA - *A motion was made by Mr. Neto and seconded by the balance of the board to approve the agenda dated November 19, 2015. All were in favor – Motion Passed.*

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

September 24, 2015 Regular Meeting – *A motion was made by Ms. Drew and seconded by Mr. Neto to approve the amended minutes dated October 22, 2015 Regular Meeting. 5 approved with 1 abstained – Motion Passed.*

CITIZENS COMMENTS – None

REPORT OF THE TOWN MANAGER – Town Manager Anthony Salvatore reported that he has nothing new to add since the last meeting. He also stated that the LED light program is proceeding. Mr. Salvatore received permission from the Town Council to have a written letter off in behalf of the vendor to Eversource asking for the total on the lights and its cost. He also reported that the situation in Hartford is being monitored to see how it may affect Cromwell. Mr. Salvatore noted that he and Director of Finance Marianne Sylvester will be sending a memo to all department heads next month asking for them to start preparing in 2016-17 budget in January 2016. He did mention that this year's budget still looks good with 5 months into it.

Mr. Spotts asked whom Cromwell purchases their electricity from and Mr. Salvatore responded that Integriss is the company. Mr. Salvatore also updated Mr. Spotts with some of the history to this project since he is a new member of the board.

Ms. Drew questioned if the Fire District tax mill rate will affect next year's budget. This is in regards to the Fire District Tax on motor vehicles. Mr. Salvatore reported that next year the Fire District has been notified that they will not be receiving revenue from Motor Vehicle taxes; therefore, they will have to decide how they want to adjust their mill rate.

BUDGET REPORT – Finance Director Marianne Sylvester reported that it has been a relative smooth beginning to this year's budget 5 months in. As far as the expenditures, revenue and the State Aid coming in, she is keeping an eye on it but the budget is on target. Mr. Henehan asked if anything was heard about the \$70,000. Ms. Sylvester responded that there are still discussions on the State level and will update if and when she hears something.

Ms. Sylvester also reported that the audit results are required to be on her desk by December 15, 2015. There was additional discussion concerning the audit that to place (questioning the reporting of the pension, etc.).

REPORT OF TAX COLLECTOR – Tax Collector Doug Sienna provided a report as of October 31, 2015 and it shows that the Tax Dept is on target. The trend as of this morning is 56.48%. If the trend continues as it is, then collections should end up somewhere greater than 100% but not as good as last year. Mr. Milardo questioned the bounced checks amount. He wanted to know what makes up this amount (single or multiple checks?). Mr. Sienna responded that it is a year-to-date amount, which can comprise of multiple checks.

OLD BUSINESS – None

NEW BUSINESS –

Set time and dates for 2016 regular Board of Finance meetings. – *A motion was made by Mr. Neto and seconded by Mr. Corlis to approve the time and dates for the 2016 regular Board of Finance meetings. All were in favor – Motion Passed.*

Election of Board of Finance Chairman. *A motion was made by Ms. Drew and seconded by Mr. Spotts to elect John Henehan (if he so chooses) as Board of Finance Chairman. Mr. Henehan accepted. All in favor – Motion Passed.*

Election of Board of Finance Vice-Chairman. *A motion was made by Ms. Drew and seconded by Mr. Spotts to elect Julius Neto (if he so chooses) as Board of Finance Vice-Chairman. Mr. Neto accepted. All in favor – Motion Passed.*

Update on special education based on discussion at October Board of Finance meeting (Mr. Jerry Fine, BOE Special Services Director).

Board of Education Business Manager Karen Clancy introduced BOE Special Service Director Jerry Fine who is attending this evening's meeting to answer questions the Board of Finance members had in October's meeting. Lengthy discussion took place inquiring if the town special education needs will increase/decrease, the cost to the town, etc. Mr. Fine was able to clarify all the questions the Board had.

BOARD OF EDUCATION – Liaison Report

Joseph Corlis reported that the Board of Education met on October 27, 2015 that the budget was in balance and that the Special Ed budget was in balance. They also met on November 10, 2015 and reported that the budget was still in balance. It was mentioned that funds were transferred to and from various accounts. Special Education Director reported that there are not significant changes in special education budget.

CHAIRMAN'S COMMENTS – Mr. Henehan welcomed Allan Spotts to the Board and wished everyone a Happy Thanksgiving and may see you at the December's meeting.

VICE CHAIRMAN'S COMMENTS – Mr. Neto wanted to say the same and Mr. Henehan.

GOOD AND WELFARE – Ms. Drew wished Mr. Henehan and Mr. Neto a welcome back.

ADJOURNMENT - *A motion was made by Mr. Neto and seconded by Mr. Milardo to adjourn the regular meeting of the Finance Board at 7:50 p.m. All were in favor – Motion Passed.*

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Cynthia Hardacker".

Cynthia Hardacker
Recording Clerk