

TOWN OF CROMWELL - BOARD OF FINANCE
REGULAR MEETING
THURSDAY – June 25, 2015
CROMWELL TOWN HALL (ROOM 224/225) @ 7:00 P.M.

Luigi Cannocella, Asst
TOWN CLERK

Minutes and Records of Votes

Present: Chairman Jack Henahan, Vice Chairman Julius Neto, Joseph Corlis, Amanda Drew, Alternate Dan Delisle and Alternate Dan Kelly

Not Present: Ed Wenners and Bob Milardo

Also Present: Director of Finance Marianne Sylvester, Board of Education Business Manager Karen Clancy and Town Engineer Jon Harriman

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

SEATING OF ALTERNATES – Motion was made by Mr. Neto and seconded by Ms. Drew to seat alternates Dan Delisle and Dan Kelly. *All were in favor – Motion Passed.*

APPROVAL OF AGENDA - A motion was made by Mr. Neto and seconded by Ms. Drew to approve the agenda dated June 25, 2015. *All were in favor – Motion Passed.*

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

May 28, 2015 Regular Meeting – A motion was made by Mr. Delisle and seconded by Mr. Corlis to approve the minutes dated May 28, 2015 Regular Meeting. . *All were in favor – Motion Passed.*

CITIZENS COMMENTS – None

REPORT OF THE TOWN MANAGER – Interim Town Manager Chief Salvatore was not in attendance; therefore, there was not Town Manager's Report for June 2015.

BUDGET REPORT – Finance Director Marianne Sylvester reported that the budget looks positive. A copy of the Year-To-Date Budget Report was provided for review. Revenue looks positive. Supplemental Motor Vehicle and prior year's collections exceeded the budgeted amounts. Chairman Henahan asked if Mr. Sienna had heard of any discussions of any statewide changes being made to the taxes. Ms. Sylvester that nothing had been signed but will update the Board if any occurs. Ms. Sylvester also reported that Expenditures project a surplus. Final numbers will be available by late August or early September 2015. Mr. Neto asked about Employee Benefits. Ms. Sylvester indicated that Employee Benefits should finish the budget year with a surplus of approximately \$50,000 - \$80,000. Overall the budget should finish with a surplus of \$100,000+ (possibly a \$500,000 surplus).

Vice Chariman Neto noted that he is happy to see that the budget will finish on the upside.

REPORT OF TAX COLLECTOR – Doug Sienna was not presented but a copy of the Collections Report was distributed. Finance Director Marianne Sylvester reported that refunds should balance out with collections received and as mentioned in previous months, should finish the financial year exceeding budget amounts.

OLD BUSINESS – None

NEW BUSINESS –

Discussion and action to appropriate \$22,273 within the LoCIP Fund for costs associated with improvements to County Line Drive – *A motion was made by Ms. Drew and seconded by Mr. Neto to discuss and appropriate \$22,273 within the LoCIP Fund for costs associated with the improvements to County Line Drive. All were in favor – Motion Passed.*

Town Engineer Jon Harriman reported that the three low bids were disqualified due to not meeting the DAS certification requirements. The first and third bids were disqualified for not meeting with CHRS requirements. Mr. Harriman also noted that 20% of the billing has been submitted and mentioned that they are not aware of any unknowns that would offset costs to this project. The \$22,273 should cover the work that still needs to be done. Chairman Henehan asked when the project is expected to be done and Mr. Harriman responded that it will take approximately 6 to 8 weeks depending on the availability of the Gas Company.

Chairman Henehan asked about the progress with the road construction and Mr. Harriman stated that minor restoration work still remains (some curbing, driveway repairs, etc). Ms. Drew asked about the Willowbrook Project and Mr. Harriman indicated that they are waiting for final design and construction is not scheduled until 2017.

Town Engineer Jon Harriman also mentioned that next year's budget includes the extended sidewalk repair project.

Discussion and action to appropriate \$10,000 interdepartmental transfer from Employee Benefits to Donation and Dues to support the Historical Society. *A motion was made by Mr. Neto and seconded by Mr. Corlis to discuss and appropriate \$10,000 interdepartmental transfer from Employee Benefits to Donation and Dues to support the Historical Society. 5 were in favor and 1 opposed – Motion Passed.*

Finance Director Marianne Sylvester reported that the Historical Society is normally budgeted for \$8,000 but due to losing their bookkeeper and to a bookkeeping error they lost their tax-exempt status and needed to pay taxes not budgeted for this year's budget. They needed to pay taxes of \$7,500 per year for two years. Documentation was not present to the Board requesting these funds. Chairman Henehan and Vice Chairman Neto requested that the Historical Society provide something in writing to support this request for funds for backup. They also requested that future requests for funds be made in writing prior to request for funds.

BOARD OF EDUCATION – Liaison Report

Joseph Corlis reported that the Board of Education met on June 9, 2015. Business Manager stated that there are no major changes from last month's report. Business Manager Karen Clancy noted that there if there is a surplus, a request will be made to apply these funds to Capital

Project expenditures.

CHAIRMAN'S COMMENTS – Chairman Henehan wishes everyone to have a nice summer in case there is not a meeting in July.

VICE CHAIRMAN'S COMMENTS – Vice Chairman Neto also wishes everyone to have a nice summer in case there is not meeting in July.

GOOD AND WELFARE – None

ADJOURNMENT - *A motion was made by Mr. Neto and seconded by Ms. Drew to adjourn the regular meeting of the Finance Board at 7:40 p.m. All were in favor – Motion Passed.*

Respectfully Submitted,

A handwritten signature in cursive script that reads "Cynthia Hardacker".

Cynthia Hardacker
Recording Clerk