

TOWN OF DURHAM
BOARD OF FINANCE
P.O. Box 428
DURHAM, CONNECTICUT 06422-0428

BOARD OF FINANCE
REGULAR MEETING

March 18, 2008

MINUTES

The Board of Finance met at the Durham Town Hall, 30 Town House Road, on Tuesday, March 18, 2008.

Members Present: Fran Korn, Loraine Coe, Elmer Clark, Rosemarie Naples and Jay Berardino

Members Absent: Rob DeSimone

Others Present: Maryjane Malavasi, Brian Ameche, Charles Corley (*Town Times*)

1) Call to order:

The meeting was called to order by Chairman Fran Korn at 7:05 PM. By consensus of the Board, Executive Session for Open Space Negotiations was added to the beginning of the agenda.

MOTION MADE BY COE, SECONDED BY NAPLES, TO ENTER EXECUTIVE SESSION AT 7:06 PM FOR REASONS OF NEGOTIATION. UNANIMOUS AYE. BRIAN AMECHE AND MARYJANE MALAVASI WERE INVITED TO ATTEND THE EXECUTIVE SESSION.

MOTION MADE BY NAPLES, SECONDED BY COE, TO RETURN TO REGULAR SESSION AT 7:37 PM. UNANIMOUS AYE.

No motions or decisions were made in Executive Session.

2) Minutes:

a) MOTION MADE BY COE, SECONDED BY CLARK, TO APPROVE THE MINUTES OF THE SPECIAL MEETING OF MARCH 1, 2008 AS AMENDED. UNANIMOUS AYE.

b) MOTION MADE BY BERARDINO, SECONDED BY COE, TO APPROVE THE MINUTES OF THE SPECIAL MEETING OF MARCH 8, 2008 AS PRESENTED. UNANIMOUS AYE.

c) MOTION MADE BY CLARK, SECONDED BY BERARDINO, TO APPROVE THE MINUTES OF SPECIAL MEETING OF MARCH 11, 2008 AS AMENDED. UNANIMOUS AYE.

- d) MOTION MADE BY BERARDINO, SECONDED BY NAPLES, TO APPROVE THE MINUTES OF THE SPECIAL MEETING OF MARCH 15, 2008 AS PRESENTED. UNANIMOUS AYE.

3) Invoices: None:

4) Other:

- a) Maryjane Malavasi presented an additional appropriation request for consulting services for retirement incentives and pension changes dating back to April, 2007.

MOTION MADE BY NAPLES, SECONDED BY COE, TO TRANSFER \$3,165 FROM #6020 CONTINGENCY TO #2525-204 RETIREMENT CONSULTANT. UNANIMOUS AYE.

- b) Maryjane Malavasi reported that \$215 was donated by recruits from Session 308 Police Academy in Meriden for a tree to be planted in the name of Police Officer Ciara M. McDemott. She informed that board that the funds had been deposited into the general fund and that the Tree Warden will be taking care of the request.
- c) Maryjane Malavasi reported that OPEB Actuarial Valuation Services are required for the fiscal year beginning July 1, 2008. She received two proposals. Both firms have the experience and expertise necessary to provide this service. The low bid was from Hooker & Holcombe in the amount of \$4,500.

MOTION MADE BY LORAIN COE, SECONDED BY ROSEMARIE NAPLES, TO TRANSFER \$4,500 FROM #6020 CONTINGENCY TO #1525-204 FINANCE DEPARTMENT CONSULTANTS. UNANIMOUS AYE.

- d) Maryjane Malavasi reported that she is putting together the bid packet for Financial Auditing Services.
- e) Maryjane Malavasi thanked Elmer Clark for proofreading the 2007 Annual Town Report.
- f) Maryjane Malavasi reported that the Water Improvement Project is coming to a close, and the Town expects to be over budget. The First Selectman is reviewing the information and will be coming back to the Board with an additional appropriation request. She noted that the amount might be about \$30,000.

5) Budget Workshop:

- a) 1555 Planning & Zoning Legal & Litigation:

MOTION MADE BY NAPLES, SECONDED BY BERARDINO, TO APPROVE BUDGET #1555 PLANNING & ZONING LEGAL AND LITIGATION IN THE AMOUNT OF \$30,000. UNANIMOUS AYE.

- b) 1565 Information Technology:

MOTION MADE BY COE, SECONDED BY NAPLES, TO APPROVE BUDGET #1565 INFORMATION TECHNOLOGY IN THE AMOUNT OF \$51,939.

Jay Berardino asked why were keeping Qpolling in when Kim Garvis felt it could be removed. Fran Korn stated that Laura Francis feels it is valuable to have. He recommended keeping tabs on its use over the next year.

VOTE: KORN, COE, NAPLES & BERARDINO-AYE; CLARK-NAY. MOTION CARRIED.

c) 2000 Inland Wetlands:

MOTION MADE BY CLARK, SECONDED BY NAPLES, TO REDUCE LINE ITEM #103 SECRETARIAL WAGES TO \$850, #204 CONSULTANTS TO \$1,000, AND TO APPROVE BUDGET #2000 INLAND WETLANDS IN THE AMOUNT OF \$3,050.

Jay Berardino felt that even \$1,500 can't possible cover what they might need if the services of a soil scientist are sought.

VOTE: NAPLES & CLARK-AYE. KORN, BERARDINO & COE-NAY. MOTION FAILED.

MOTION MADE BY BERARDINO, SECONDED BY COE, TO REDUCE LINE #103 SECRETARIAL WAGES TO \$850 AND TO APPROVE BUDGET #2000 INLAND WETLANDS IN THE AMOUNT OF \$3,550. KORN, BERARDINO & COE-AYE; CLARK & NAPLES-NAY. MOTION CARRIED.

d) 2005 Zoning Board of Appeals:

MOTION MADE BY CLARK, SECONDED BY NAPLES, TO APPROVE BUDGET #2005 ZONING BOARD OF APPEALS IN THE AMOUNT OF \$1,960 AS RECOMMENDED BY THE SELECTMEN. UNANIMOUS AYE.

e) 2010 Planning & Zoning:

MOTION MADE BY BERARDINO, SECONDED BY NAPLES, TO APPROVE BUDGET #2010 PLANNING & ZONING IN THE AMOUNT OF \$73,175 AS RECOMMENDED BY THE SELECTMEN. UNANIMOUS AYE.

f) 2015 Economic Development:

Jay Berardino felt strongly that this group will affect the quality of decisions we make in the future regarding our tax base. He supported 50 hours for the CERC consultant.

MOTION MADE BY BERARDINO, SECONDED BY KORN, TO APPROVE BUDGET #2015 ECONOMIC DEVELOPMENT IN THE AMOUNT OF \$8,150; WHICH INCLUDES LINE #204 CONSULTANTS IN THE AMOUNT OF \$6,250.

Jay Berardino stated that he has watched other towns develop successfully, and in order to go in the right direction we need expertise and assistance. Loraine Coe asked if Jay had been to one of their meetings, noting that they are unable to meet a quorum.

VOTE: KORN & BERARDINO-AYE; COE, CLARK & NAPLES-NAY. MOTION FAILED

MOTION MADE BY CLARK, TO REMOVE THE NEW MISCELLANEOUS LINE IN THE AMOUNT OF \$1,000 AND TO APPROVE BUDGET #2015 ECONOMIC DEVELOPMENT IN THE AMOUNT OF \$4,650. NO SECOND. MOTION FAILED.

Fran Korn noted that the item listed as Miscellaneous will be changed to #353 Programs.

MOTION MADE BY NAPLES, SECONDED BY COE, TO APPROVE BUDGET #2015 ECONOMIC DEVELOPMENT IN THE AMOUNT OF \$5,650, AS RECOMMENDED BY THE SELECTMEN. KORN, COE, NAPLES & BERARDINO-AYE; CLARK-NAY. MOTION CARRIED.

g) 2020 Conservation Commission:

Fran Korn noted that there is money in the current fiscal year for the Whites Farm survey.

MOTION MADE BY KORN, SECONDED BY COE, TO REDUCE LINE #155 SERVICE CONTRACTS TO \$480 AND TO APPROVE BUDGET #2020 CONSERVATION COMMISSION IN THE AMOUNT OF \$11,050. UNANIMOUS AYE.

Jay Berardino noted a survey might already be done; the State would not have given us funding without one.

h) 4000 Emergency Management:

MOTION MADE BY COE, SECONDED BY CLARK, TO APPROVE BUDGET #4000 EMERGENCY MANAGEMENT IN THE AMOUNT OF \$1,700 AS RECOMMENDED BY THE SELECTMEN. UNANIMOUS AYE.

i) 4003 Emergency Operations Center and Shelter:

MOTION MADE BY CLARK, SECONDED BY BERARDINO, TO REDUCE LINE #157 OFFICE SUPPLIES TO \$500, LINE #253 TELEPHONE TO \$200, AND TO APPROVE BUDGET #4003 EMERGENCY OPERATIONS CENTER AND SHELTER IN THE AMOUNT OF \$7,000. CLARK, BERARDINO & COE-AYE; NAPLES & KORN-NAY. MOTION CARRIED.

j) 4020 Volunteer Fire Department:

MOTION MADE BY CLARK, SECONDED BY COE, TO APPROVE BUDGET #4020 VOLUNTEER FIRE DEPARTMENT IN THE AMOUNT OF \$64,500 AS RECOMMENDED BY THE SELECTMEN. UNANIMOUS AYE.

k) 4025 Fire Company Trustees:

MOTION MADE BY NAPLES, SECONDED BY COE, TO APPROVE BUDGET #4025 FIRE COMPANY TRUSTEES IN THE AMOUNT OF \$31,420. UNANIMOUS AYE.

l) 4030 Volunteer Ambulance Company:

MOTION MADE BY BERARDINO, SECONDED BY CLARK, TO APPROVE BUDGET #4030 VOLUNTEER AMBULANCE COMPANY IN THE AMOUNT OF \$27,581. UNANIMOUS AYE.

m) 4031 Public Safety Data System:

MOTION MADE BY KORN, SECONDED BY BERARDINO, TO APPROVE BUDGET #4031 PUBLIC SAFETY DATA SYSTEM IN THE AMOUNT OF \$10,360. UNANIMOUS AYE.

n) 4032 Town Wide Radio Communication:

MOTION MADE BY BERARDINO, SECONDED BY COE, TO APPROVE BUDGET #4032 TOWN WIDE RADIO COMMUNICATION IN THE AMOUNT OF \$30,219. UNANIMOUS AYE.

o) 4035 Fire Marshal:

MOTION MADE BY CLARK TO REMOVE THE FILE CABINET IN THE AMOUNT OF \$1,500 AND TO APPROVE BUDGET #4035 FIRE MARSHAL IN THE AMOUNT OF \$22,858. NO SECOND. MOTION FAILED.

MOTION MADE BY NAPLES, SECONDED BY COE, TO APPROVE BUDGET #4035 FIRE MARSHAL IN THE AMOUNT OF \$24,358, AS RECOMMENDED BY THE SELECTMEN. KORN, COE, BERARDINO & NAPLES-AYE; CLARK-NAY. MOTION CARRIED.

6) Adjourn:

MOTION MADE BY NAPLES, SECONDED BY BERARDINO, TO ADJOURN THE MEETING AT 8:48 PM. UNANIMOUS AYE.

Respectfully submitted,

Maryjane Malavasi