

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

BOARD OF FINANCE

DECEMBER 11, 2007

MINUTES

The Board of Finance met at the Durham Town Hall, 30 Town House Road, on Tuesday, December 11, 2007.

Members Present: Fran Korn, Loraine Coe, Rosemarie Naples, Jay Berardino, Rob DeSimone

Members Absent: Elmer Clark

Others Present: Charles Corley (*Town Times*).

1. Call to order:

The meeting was called to order by Chairman Fran Korn at 7:30 p.m.

2. Minutes:

The minutes for the November 20, 2007 meeting will be corrected and sent to the Board members for review.

3. Chip Seal

MOTION BY JAY BERARDINO, SECONDED BY LORAIN COE TO TRANSFER FROM UNDESIGNATED FUND BALANCE \$11,350 TO 2014-581 BITUMINOUS CONCRETE ACCOUNT FOR THE CHIP SEAL ACCOUNT. MOTION PASSED UNANIMOUSLY.

4. Discussion of the Amendment with MUNIS

The copy of the Amendment was submitted to the Board as requested. Fran Korn stated that Maryjane never received a copy of the contract but after reviewing it the board approved payment.

MOTION BY FRAN KORN, SECONDED BY LORAIN COE TO MOVE \$12,500 FROM THE FUND BALANCE TO 1565-232 TAX SOFTWARE MAIN ACCOUNT FOR THE PAYMENT OF THE BALANCE OF THE MUNIS CONTRACT. MOTION PASSED UNANIMOUSLY.

5. Budgets

The budgets should be going out shortly to all departments. There are two requirements the Board would like this year: 1. want them dated and 2. Want six months history of expenditures.

Fran talked to Maryjane about coming to all of the budget meetings. It will make things a lot easier for Loraine and Maryjane to keep the records even. The Board would like the first meeting to start with some revenue information and would like to add a second budget line items for revenue.

6. Secured Election Cabinet

There was a request for \$1,695 for a secured election cabinet. This is requirement from the State.

MOTION BY LORAIN COE, SECONDED BY JAY BERARDINO TO TAKE \$1,695 FROM CONTINGENCY AND PUT INTO ACCOUNT 2500 FOR THE PURCHASE OF A SECURED ELECTION CABINET. \$1,000 WILL BE REIMBURSED BY THE STATE. MOTION PASSED UNANIMOUSLY.

7. Discussion of the Budget Calendar

Fran did not want to set up the budget calendar until the Board can meet with Maryjane. They want to concentrate on the larger budgets. The regular calendar was approved with the meeting on the 15th changed to the 22nd.

8. Other Business

There will be a town meeting on December 17th to transfer \$350,000 from the Fire Department Reserve. Also \$20,000 was requested for the retention program. It was explained that this would be a one shot expense.

The Members of the Board of Finance will be attending the meeting with the Senior Citizens Board on Thursday, December 13th with Larry Wagner of the State of Connecticut.

A letter was received from Maryjane stating that Scott Wright wants to use some money that is in one of their budgets to replace the current analog. This is a one time expenditure of \$700.00 with no reoccurrence. The money will be coming from #4031-253.

The Town Report is ready to go to the printer. Fran distributed a dedication page for Roger Newton that he prepared.

Rob DeSimone said that he met with the Board of Education and they will be meeting again next week.

Jay Berardino let the board know that the Personnel Compensation Review Committee is meeting. Fran Korn said that their decisions would go to the Board of Selectmen and then to the Board of Finance.

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Sharon Criscuolo