

Received: May 26, 2009
Office of the Town Clerk

BOARD OF FINANCE
REGULAR MEETING

May 19, 2009

REVISED MINUTES

Members Present: Fran Korn, Loraine Coe, Elmer Clark, Rob DeSimone and Jay Berardino

Members Absent: Rosemarie Naples

Others Present: Martin French, Maryjane Malavasi

1) Call to order:

The meeting was called to order by Chairman Fran Korn at 7:00 PM.

2) Minutes:

MOTION MADE BY BERARDINO, SECONDED BY DESIMONE, TO APPROVE THE MINUTES OF MARCH 14, 2009, AS AMENDED TO CHANGE THE WORD “APPROVED” TO “REVIEWED” FOR EACH DEPARTMENTAL BUDGET WHERE NO MOTION WAS MADE. UNANIMOUS AYE.

MOTION MADE BY COE, SECONDED BY DESIMONE, TO APPROVE THE MINUTES OF MARCH 17, 2009, AS AMENDED TO CHANGE THE WORD “APPROVED” TO “REVIEWED” FOR EACH DEPARTMENTAL BUDGET WHERE NO MOTION WAS MADE. UNANIMOUS AYE.

MOTION MADE BY COE, SECONDED BY DESIMONE, TO APPROVE THE MINUTES OF MARCH 21, 2009, AS AMENDED TO CHANGE THE WORD “APPROVED” TO “REVIEWED” FOR EACH DEPARTMENTAL BUDGET WHERE NO MOTION WAS MADE. KORN, COE, CLARK & DESIMONE-AYE; BERARDINO-ABSTAIN; MOTION CARRIED.

MOTION MADE BY DESIMONE, SECONDED BY CLARK, TO APPROVE THE MINUTES OF MARCH 31, 2009 AS PRESENTED. UNANIMOUS AYE.

MOTION MADE BY CLARK, SECONDED BY DESIMONE, TO APPROVE THE MINUTES OF THE PUBLIC HEARING ON APRIL 13, 2009 AS PRESENTED. UNANIMOUS AYE.

MOTION MADE BY COE, SECONDED BY BERARDINO, TO APPROVE THE MINUTES OF THE SPEICAL MEETING OF APRIL 13, 2009 AS PRESENTED. UNANIMOUS AYE.

3) Appointment of Auditor for Year Ending June 30, 2009:

MOTION MADE BY DESIMONE, SECONDED BY COE, TO APPOINT THE FIRM OF JAMES A. GEORGE, P.C. TO CONDUCT THE FISCAL YEAR END AUDIT FOR JUNE 30, 2009. UNANIMOUS AYE.

4) Invoices:

MOTION MADE BY COE, SECONDED BY BERARDINO, TO APPROVE THE FOLLOWING INVOICES:

| | |
|------------------------------|-------------------|
| JAMES A. GEORGE, P.C. | \$2,522.20 |
| BETH MONCATA | 382.50 |
| WM. CORVO CONSULTANTS | 2,018.75 |
| POSTMASTER-DURHAM | 385.39 |
| JOURNAL REGISTER | 46.18 |
| SPEED PRINT | 711.13 |

Elmer Clark asked what time period the invoice for the recording secretary represents. Fran Korn replied that it represents 5 meetings between March 14 and April 13.

Maryjane Malavasi explained that the Audit Search Committee had requested that the audit firm chosen conduct pre-audit work in the spring. The invoice for James A. George, PC represents the cost of that request in the current year. This cost is part of the entire contract award, not in addition to it.

Loraine Coe suggested the board consider not printing and mailing the budget to all residents next year. Other towns are making the budget available on line and copies available upon request instead of mailing them.

Fran Korn suggested not printing the annual town report either, but providing it on line.

The Board felt that they needed to find out what the actual printing requirements were for the budget and annual town report before making this decision. Both issues would save a considerable amount of money in future budgets.

VOTE ON MOTION: UNANIMOUS AYE.

5) Tax Collector Suspense List

MOTION MADE BY DESIMONE, SECONDED BY CLARK, TO APPROVE THE SUSPENSE LIST AS PRESENTED. UNANIMOUS AYE.

6) 2009-2010 Budget

Maryjane Malavasi presented an updated mill rate calculation of 26.32 based on the new Board of Education budget figure being voted on at a referendum on June 2.

Martin French reported to the Board that he would need an approved mill rate no later than June 8th in order for his office to send out tax bills for July 1.

The Board set a special meeting on June 2, 2009 at 8:30 pm to set the mill rate after the results of the referendum are read.

7) Additional Appropriations for 2008-2009

Maryjane Malavasi presented a spreadsheet of accounts that are currently over budget. She will keep the Board updated on these accounts and recommended waiting until year end to make the transfers.

Ms. Malavasi requested the board appropriate \$2,000 in grant funds to a new budget line for the Clean Energy Task Force. A grant totaling \$4,000 was awarded to the Town for this initiative, but will be distributed in 2 parts. The Board suggested that a representative of town government be placed on the committee.

MOTION MADE BY DESIMONE, SECONDED BY BERARDINO, TO TRANSFER \$2,000 FROM UNDESIGNATED FUND BALANCE TO NEW BUDGET LINE ITEM 2055-345 CLEAN ENERGY TASK FORCE GRANT PROGRAM. UNANIMOUS AYE.

Ms. Malavasi requested a transfer from reserve for the removal of the underground tank at the library and replacement of an above ground one. Three quotes were received and the recommendation from the Road Foreman is to award the contract to Environmental Tank Technology in the amount of \$17,625. An additional \$1,755 was requested to cover the cost of the tank testing and work that will be done by public works, including the pad, poles, asphalt repair, and landscaping.

MOTION MADE BY DESIMONE, SECONDED BY COE, TO REQUEST THE SELECTMEN CALL A TOWN MEETING TO TRANSFER AN AMOUNT NOT TO EXCEED \$19,400 FROM RESERVE FUND #9640 LIBRARY OIL TANK TO 6700-497 LIBRARY CIP. KORN, COE, CLARK & DESIMONE-AYE; BERARDINO-ABSTAIN; MOTION CARRIED.

Ms. Malavasi reported that the engineering fee for the public works stormwater permit application is estimated to range from \$10,000 to \$13,000. After much discussion, including the possibility of waiting until the next fiscal year, the board agreed that the job should be done with current year funding already available in the Selectmen's consulting line.

Ms. Malavasi reported that unanticipated repairs to the ambulance and fire engine #1 have resulted in large vehicle maintenance bills. Should those line items go over budget, she will return for additional funding at year end.

8) Other:

Fran Korn expressed his opinion that the board should consider requesting that the town budget be sent to referendum next year in an effort to increase participation in the budget decision.

Rob DeSimone disagreed, stating that people left the town meeting before the budget vote, showing him that the people did not care enough about the budget to vote. If there was an overwhelming need for a referendum, the people would express that at the public hearing. He also did not think the added expense was warranted during these difficult economic times.

Lorraine Coe feels it is a shame that so few people come out to vote after so many people work so hard on putting the budget together.

Jay Berardino felt that most people don't understand the process and that he is in favor of a referendum as a means to elevate the importance of the budget and the process in the minds of the electors. He added that if we do go to referendum then the budget would need to be printed and mailed to all residents. Lorraine Coe disagreed that we would then need to mail the budget, noting that the budget could be available in other ways regardless of how the vote was held.

Fran Korn stated that this discussion would continue during next year's budget season

9) Adjournment:

The meeting was adjourned at 8:31 pm.

Respectfully submitted,

Maryjane Malavasi