

Received: September 21, 2009  
Office of the Town Clerk

*Board of Finance Meeting*  
7:00 p.m., Tuesday, September 15, 2009  
2<sup>nd</sup> Floor Conference Room, Town Hall

Minutes

**Members present:** Rob DeSimone, Elmer Clark, Rosemarie Naples, Loraine Coe

**Members absent:** Fran Korn, Jay Berardino

**Others present:** Maryjane Malavasi, Casey Cordes, Terence Keenan, Chadd Spooner, Helen Larkin

Minutes

Loraine Coe called the meeting to order at 7:02 p.m.

**Regular Meeting of May 19, 2009**

MOTION BY ROB DESIMONE SECONDED BY LORAIN COE TO APPROVE MAY 19, 2009 MINUTES AS PRESENTED. (3) AYE; CLARK, COE, DESIMONE (1) ABSTAIN; NAPLES

**Special Meeting of May 28, 2009**

MOTION BY ROB DESIMONE SECONDED BY LORAIN COE TO APPROVE MAY 28, 2009 MINUTES AS PRESENTED. (2) AYE; COE, DESIMONE (2) ABSTAIN; CLARK, NAPLES

**Special Meeting of June 2, 2009**

MOTION BY ROB DESIMONE SECONDED BY ROSEMARIE NAPLES TO APPROVE JUNE 2, 2009 MINUTES AS PRESENTED. (3) AYE; (1) ABSTAIN; CLARK

**Special Meeting of June 23, 2009**

MOTION BY ROSEMARIE NAPLES SECONDED BY LORAIN COE TO APPROVE JUNE 23, 2009 MINUTES AS PRESENTED. (2) AYE; COE, NAPLES (2) ABSTAIN; DESIMONE, CLARK

**Regular Meeting of August 18, 2009**

MOTION BY ELMER CLARK SECONDED BY ROSEMARIE NAPLES TO APPROVE AUGUST 18, 2009 MINUTES AS PRESENTED. (2) AYE; CLARK, NAPLES (2) ABSTAIN; DESIMONE, COE

**Correspondence**

**Memo regarding Building Official/Facility Manager**

M. Malavasi reviewed an August 6, 2009 memo from Laura Francis addressed to all Boards, Commissions, Directors, Trustees and Public Safety Officials that Building Official, Dick McManus has agreed to add "Facility Manager" to his title in addition to his current role. These additional duties will include oversight of facility maintenance of all town buildings.

**RSD#13 Payment Schedule**

Regional School District 13 payment schedule reviewed.

**Invoices**

**Recording Secretary Services**

MOTION BY ROSEMARIE NAPLES SECONDED BY ELMER CLARK TO APPROVE INVOICE#818 FROM BETH MONCATA FOR RECORDING SECRETARY SERVICES AUGUST 18, 2009 IN THE AMOUNT OF \$90. ALL AYE

**Auditing Services**

MOTION BY ROSEMARIE NAPLES SECONDED BY ROB DESIMONE TO APPROVE INVOICE#647 FROM JAMES A GEORGE, P.C. FOR AUDITING SERVICES IN THE AMOUNT OF \$7,400. ALL AYE

**Old Business:**

**Request for Transfer from Reserve Fund - Conservation Commission**

Casey Cordes was in attendance to advise the Board that the Board of Selectmen endorsed the preservation of Scott Farm at their last meeting August 24<sup>th</sup> and to request \$12,000 for costs associated with the donation of an easement and an additional \$1,000 to cover legal fees. He stated L. Francis contacted Attorney Richard Roberts who agreed that it is a permissible use of town moneys to reimburse the property owner for his direct expenses incurred in conjunction with the granting of an easement as long as there is evidence that the conservation easement involved is in furtherance of a stated goal of the Commission and the Town. R. Naples asked who would hold the easement; C. Cordes responded that the Town would. L. Coe questioned if there would be any potential liability to the Town with the Ball Brook stream. R. Naples and C. Cordes commented that they felt the brook poised no hazard.

MOTION BY ROSEMARIE NAPLES SECONDED BY ELMER CLARK TO TRANSFER \$12,000 FROM FUND BALANCE TO #2020 CONSERVATION COMMISSION.

DISCUSSION: R. DeSimone questioned if they should take the monies from contingency.

ELMER CLARK WITHDREW HIS SECOND.

MOTION BY ROSEMARIE NAPLES SECONDED BY ELMER CLARK TO TRANSFER \$12,000 FROM #6020 CONTINGENCY TO #2020 CONSERVATION COMMISSION. ALL AYE

**Ambulance Building Funding Request**

Tabled

**New Tercentennial Reserve Fund Request**

Wendy Manemeit requested to close out an account created for the celebration of the Towns Tercentennial with a balance of \$4,087.40 and asked that these funds be returned to the Town for the next town celebration.

MOTION BY ROSEMARIE NAPLES SECONDED BY ROB DESIMONE TO ACCEPT THE BALANCE OF \$4,087. FROM THE TERCENTENNIAL COMMITTEE AND DEPOSIT SAID FUNDS INTO A NEW RESERVE ACCOUNT #9820 TERCENTENNIAL.

DISCUSSION: L. Coe questioned if it should be returned to the general fund. R. Naples and R. DeSimone felt it should stay as what it was intended for.

(3) AYE; DESIMONE, NAPLES, CLARK (1) OPPOSED; COE

**Request for Tree Removal Appropriation from Fund Balance**

Terence Keenan, Tree Warden was in attendance to request the return of \$33,000 from fund balance that he did use fy08-09 because of the deficit reduction plan. R. DeSimone questioned how many trees and at what cost per tree he thought needed to be taken down. T. Keenan responded that he has a list of over 400 trees that are classified as a hazard to public safety and would like to start work on taking them down between now and winter. He provided the Board with a listing of trees that were classified as either; removed last year, town crew had already taken down, fell down, and still waiting to be done. He stressed the fact that the trees waiting to be done on the list were all critical trees and that he did not expend last year's appropriation due to the request for deficit reduction. R. DeSimone stated he was very appreciative of all his work but he was uncomfortable funding such a large amount of money so early in the budget year and noted he didn't know if the town would need this money for other things. He suggested T. Keenan spend his current years appropriation and come back to the Board in a couple of months. T. Keenan stated that \$15,800 would be spent in a couple of months and referred to piles of emails of resident complaints. T. Keenan stated that the problem with the trees will continue to persist and that the trees on the list are dangerous and a hazard to public safety; he feels the Board has now put him in a position where he will have to make judgment calls which will affect his budget, making it go into the red, and the Board will then have to figure out how to pay for it. R. DeSimone requested that he come back to the Board with a short list/top priorities with costs

associated. T. Keenan responded that the list provided already identified trees that needed to come down and no one tree was more critical than the other. R. Naples stated she felt he should use his current budget of \$15,800 and then the Board will consider additional money. T. Keenan reiterated that if he gets to the end of the \$15,800 and sees he needs to take down any other dangerous trees he will do so and go over budget.

**Grant Appropriations**

**Lead Poisoning Prevention & Control Program Grant**

MOTION BY LORAIN COE SECONDED BY ROSEMARIE NAPLES TO TRANSFER \$1,000 FROM FUND BALANCE TO ACCOUNT #1520-345 GRANT PROGRAM-LEAD. ALL AYE

**Emergency Management Performance Grant**

MOTION BY LORAIN COE SECONDED BY ROSEMARIE NAPLES TO TRANSFER \$2,200 FROM FUND BALANCE TO ACCOUNT #4000-345 GRANT PROGRAMS-EMPG. ALL AYE

**DPH 2009 Per Capita Grant Refund Appropriation**

MOTION BY LORAIN COE SECONDED BY ELMER CLARK TO TRANSFER \$1,181.09 FROM FUND BALANCE TO ACCOUNT #1520-344 GRANT PROGRAM-PER CAPITA. ALL AYE

MOTION BY ROSEMARIE NAPLES SECONDED BY ROB DESIMONE TO ADD ETE PROGRAM GRANT APPROPRIATION TO AGENDA. ALL AYE

**ETE Program Grant Appropriation**

MOTION BY ROSEMARIE NAPLES SECONDED BY ROB DESIMONE TO TRANSFER \$10,000 FROM FUND BALANCE TO ACCOUNT #4000-344 GRANT PROGRAM-ETE. ALL AYE

**Request for Transfer from Reserve Fund - DPW Equipment**

Tabled

**State Budget Update**

M. Malavasi reviewed analysis.

**Town Report Cover and Dedication**

E. Clark suggested dedicating the Town Report to George Zeeb. L. Coe suggested everyone bring back their suggestions to the next meeting for discussion.

**Any other business that comes before the board**

None

**Adjournment**

MOTION BY ROSEMARIE NAPLES SECONDED BY ROB DESIMONE TO ADJOURN MEETING AT 8:30 P.M. ALL AYE

Respectfully submitted,

Beth Moncata