

BOARD OF FINANCE
SPECIAL MEETING

December 7, 2009

MINUTES

Members Present: Fran Korn, Loraine Coe, Helen Larkin, Rosemarie Naples, Rob DeSimone and Renee Edwards

Others Present: Maryjane Malavasi and Harry Hall

1) Call to order:

The meeting was called to order by Chairman Fran Korn at 6:30 PM. He welcomed the new members. He spoke briefly about the challenge facing the board during the next budget season, and his opinion that the board needs to be careful not to tap the fund balance too much. He noted that with our tighter budgeting, we are not putting any money into fund balance; therefore what is in there now is all we have.

Harry Hall noted that he has had to come back to the board for additional appropriations for items such as unanticipated vehicle repairs. He asked if the board could go back and review which departments do the same thing and ask them to add more to their budgets instead. Fran noted that we do not want to increase budgets for such things which are true contingencies. His comments were only meant in the broad sense that the board needs to be more careful than ever over the next few years.

2) Election of Officers and Appointment of Clerk:

MOTION MADE BY ROSEMARIE NAPLES, SECONDED BY RENEE EDWARDS, TO NOMINATE FRAN KORN AS CHAIRMAN, LORAIN COE AS VICE CHAIRMAN, AND ROB DESIMONE AS CLERK. THERE BEING NO OTHER NOMINATIONS, THE MOTION WAS PASSED BY UNANIMOUS VOTE.

3) Minutes:

MOTION MADE BY ROSEMARIE NAPLES, SECONDED BY LORAIN COE, TO APPROVE THE MINUTES OF THE MEETING OF NOVEMBER 9, 2009 AS PRESENTED. MOTION CARRIED WITH RENEE EDWARDS ABSTAINING.

4) Correspondence:

Fran Korn noted that a memo from CCM regarding "Do the Math: Cuts in state aid to your Hometown = Increases in your property taxes" was included in everyone's packet.

5) Additional Appropriations:

a) Fire Apparatus Reserve:

MOTION MADE BY ROSEMARIE NAPLES, SECONDED BY ROB DESIMONE, TO REQUEST THE BOARD OF SELECTMEN CALL A TOWN MEETING TO TRANSFER UP TO \$450,000 FROM #9580 RESERVE FOR FIRE EQUIPMENT TO #6700-494 CIP – FIRE DEPARTMENT, FOR THE PURCHASE OF A 2010 SPARTAN WATER SUPPLY ENGINE.

Harry Hall reported that this vehicle would replace the 1987 Ford pumper. New emission laws will be going into effect as of January 2010, but we have the opportunity to acquire one under the current law and save the town \$15,000 – 20,000. He expects the lead time to be about one year.

Renee asked if the department is hurting itself by not purchasing a vehicle under the new emission laws. Harry responded, no, that the new law extends the length of the truck and we don't want that at this time.

Fran asked if the department has given any thought to a 22 or 25 year replacement schedule due to our current economic situation. Harry replied that they have, and they can do it, but 3 trucks still come up for replacement in successive years.

Harry requested that any funds unexpended after this vehicle is purchased be returned to the reserve fund. Maryjane Malavasi suggested that she transfer funds as needed from the reserve fund instead of a lump sum; thereby using only the funds that are needed. The Board agreed.

MOTION CARRIED BY UNANIMOUS VOTE.

b) EDC Expo:

Maryjane reported that the EDC sponsored a very successful 1st Annual Discover Durham Business Expo. Money was raised through sponsorships to cover the expenses associated with this program. Some of the funds will be used as start up money for next year's event. Maryjane met with the Chairman of EDC, Peter Casini, and discussed budgeting the revenue and expense for this program in next year's budget to eliminate the need for a special appropriation. She asked that instead of appropriating the entire amount raised, that she be allowed to pay all of the bills associated with the program and then return to the board for an appropriation to cover those expenses. The Board agreed, and this item was tabled until such time that all bills are paid for this program.

c) Fire Marshall Grant:

MOTION MADE BY ROEMARIE NAPLES, SECONDED BY RENEE EDWARDS, TO ACCEPT A GRANT FROM THE CONNECTICUT FAIR PLAN, ANTI-ARSON COMMITTEE, IN THE AMOUNT OF \$450, AND TO APPROPRIATE SAID FUNDS

FROM UNDESIGNATED FUND BALANCE TO #4035-305 FIRE MARSHALL HAND TOOLS. MOTION PASSED BY UNANIMOUS AYE.

d) Maple Avenue Project: Tabled.

e) Catch Basin Cleaning:

After discussion regarding the overage in catch basin cleaning, the board felt that it would be best if Kurt Bober and Laura Francis be asked to discuss this item at the next meeting. This item was tabled.

6) 2010-2011 Budget Schedule and Forms

Fran commented that the board needs to know what its goal is with the upcoming budget since he anticipated the next several years to be difficult.

The board agreed to the proposed schedule, but asked Maryjane to provide them with a summary of the recommended budgets as soon as they are all received from the departments.

7) Adjourn:

MOTION MADE BY ROSEMARIE NAPLES, SECONDED BY LORAIN COE, TO ADJOURN THE MEETING AT 7:18 PM. MOTION CARRIED BY UNANIMOUS VOTE.

Respectfully submitted,

Maryjane Malavasi