

**Board of Finance
Regular Meeting Minutes
Wednesday January 15, 2014
7pm Clifford B. Green Memorial Center**

***AMENDED 1/23/14**

Present: Gene Michael Deary, Drew Dionne, Ken Dykstra, Sandy Brodeur, Kim Conroy and Melissa Bradley; Recording Secretary
Jeff Otto arrived at 7:10pm.

Also Present: Rick Ives, Joe Voccio, Sherri Soucy, Mae Lyons and Austin Tanner

1. **Call to Order:** Mr. Deary called the meeting to order at 7:00pm.
2. **Public Comment:** None
3. **Approval of Previous Meeting Minutes:** Sandy Brodeur made a motion to approve the minutes from 12/18/13 for discussion. Drew Dionne seconded the motion. Sandy would like to clarify on page 3, item #6, she requested when reports are revised and reissued, she would like to see a summary of the change in the email on an ongoing basis. Motion passed 5-0. Drew Dionne made a motion to approve the minutes from 12/20/13. Kim Conroy seconded the motion. Motion passed 5-0.
4. **Review of 2012/13 Final Audit:** Discussion held on year end entries and the management letter. Mr. Ives is forming a committee to discuss department policies. ~~Joe Voccio~~ Jeff Otto made a motion to accept the audit year end June 30, 2013 and the management letter. Drew Dionne seconded the motion. Motion passed 6-0.
5. **Selectman Report**
 - Mr. Ives attended the Board of Education meeting and spoke in favor of a finance director. It should be on their next agenda.
 - Evaluations have begun with the supervisors and budget in well in the process. There are two workshops set for February 1st and 8th.
 - Capital will be meeting soon and a forum for residents is scheduled for March 24th to listen to concerns and answer questions.
 - Mr. Ives attended a workshop from CCM concerning the budget process. One issue Town's are finding are post-employment benefits and paying them out. This is not being carried in our budget.

- Tom Hennick from FOI will be here on the 28th for two session's employees and board members can attend. 3pm and 6pm.
- A preliminary grand list has been done and we are up approximately 3%.

6. Liaison Report

- Kim Conroy reports Recreation is moving forward on the disc golf and will be putting a clinic together. They are moving along with their budget. Newsletter will be going out this week to residents. Spooky nights will be meeting this month. Recreation may be requesting a seasonal full time employee when the new parks come on line. Discussion was held on going out to bid for the gazebo. There will be a fundraiser for the Jim Boyle Scholarship. This past year, eighteen students were able to attend summer camp on the scholarship.
- Ken Dykstra attended the Housing Authority meeting and they are going to be obtaining funds to renovate the buildings. The Board of Selectmen and Housing Authority are ready to sign the agreement for the Tiffany Street Community Center.
- Jeff Otto reports the Board of Education will be meeting next week and the Board of Fire Commissioners is meeting next Tuesday. Discussion was held on the Affordable Care Act and this will not be required.
- Mae Lyons will be the liaison from the Board of Education to the Board of Finance.
- Gene Michael Deary requests the Board of Education and the Superintendent is involved in crafting the Finance Director job description and participate with hiring.
- Sandy Brodeur reports the Resource Recovery completed their budget and ready to present to the First Selectman.

7. New Business

- Sandy Brodeur would like to see the financial reports month to month, side by side to see the trend from one month to another. Sherri can craft a spreadsheet.
- Discussion held on how payments are handled to services from the budget. Sherri has all the information available at the Town Hall for inspection.
- Jeff Otto would like discussion at a future meeting regarding the bond that will up in 2015. A plan should be in affect prior to.

8. Old Business: None

9. Public Comment: None

10. Adjourn: Drew Dionne made a motion to adjourn the meeting at 8:25pm. Kim Conroy seconded the motion. Motion passed 6-0.

Respectfully Submitted;

Melissa J. Bradley
Recording Secretary