**Board of Finance**

**Regular Meeting Minutes**

**Wednesday April 18, 2012**

**7pm Clifford B. Green Memorial Center**

**Present:** Rick Ives, Gene Michael Deary, David Fuss, Maura Bowen, Carla Demers, Kim Conroy and Melissa Bradley; Recording Secretary

**Also Present:** Austin Tanner, Bob Kelleher, Drew Dionne, Bucky Lohbusch, Sheri Soucy, Jeff Otto, Pat Gauthier, David Lee, and Art Meizner from Hooker and Holcombe

1. **Call to Order:** Mr. Ives called the meeting to order at 7:03pm.
2. **Approve Previous Minutes:** Maura Bowen made a motion to approve the meeting minutes from April 4, 2012 with one amendment; the location was listed as the Clifford B. Green Memorial Center and should have been Brooklyn Middle School. Carla Demers seconded the motion. Motion passed 5-1 abstained (Deary).
3. **Pension Discussion with Art Meizner:** Mr. Meizner discussed the first quarter pension report with the board making recommendations. Gene Michael Deary made a motion to accept Mr. Meizner’s recommendation to move 5% from Vanguard Intermediate and placing 2 ½% in Pioneer Strategic Income and 2 ½% in JHancock Strategic Income and forward to the Board of Selectmen for approval. Carla Demers seconded the motion. Motion passed 6-0.
4. **2012-13 Budget Presentation**
* **General Government:** Mr. Tanner discussed the 2012-13 budget with the board answering any questions. Mr. Tanner will look into the mill rate and mill collection rate that was posted two different ways. Sherri will separate the municipal revenue sharing in revenue and break out the library expenses with more detail. Mr. Tanner states they did remove the $50,000 budgeted for a finance director from the budget.
* **Capital:** Mr. Dionne gives the board a summary of the capital projects the capital committee recommends. Killingly is requiring $200,000 in funds for the new school and the feeling of the capital committee was to either put the funds in capital or in the general government budget, but not in the board of education budget. Discussion held on the Board of Fire Commissioners requests. Mr. Dionne explains they submitted three requests, two fire trucks and $25,000 for an equipment study. The capital board felt a study to consolidate the two departments was needed and allotted $15,000 to do so and denied the three requests submitted. Mr. Tanner was going to present this for approval to the board of fire commissioners at the next meeting. Discussion held whether it is the drive of the capital committee to change requests.

Gene Michael Deary made a motion to allow public comment. Carla Demers seconded the motion. Motion passed 6-0.

Pat Gauthier explains the trucks are needed whether the fire departments decide to consolidate or not. The consolidation study was not a request from the board of fire commissioners and does not agree with the way the change of request was handled.

David Lee states the board of fire commissioners is fully staffed at this point, and has not only knowledgeable members from the departments, but two citizens who are or have been active in fire departments. It is felt the requests where given accurately and feels the request for a facilitator for a consolidation study may be pre mature.

Bucky Lohbusch read a letter from John Berard from 2010 requesting the electrical be removed from the former recreation building for safety reasons. Mr. Lohbusch explains this cost has been removed from the budget or not performed when passed in the budget. He has safety concerns and would like to see the electrical removed.

Mr. Lohbusch responds to a comment made by Mr. Tanner regarding his secretary position going from part time to full time. Mr. Lohbusch states his budget goes directly to the board of finance. Discussion held on board of selectmen duties versus the recreation commission duties regarding employees.

Mr. Lohbusch also comments on the Probate Court expanding and one of the rooms proposed to be given to them. It is explained this room is used by recreation for storage, a break/lunch room, summer camp staff work room, and holds camp snacks and drinks. Mr. Lohbusch states they were moved to this building to allow the recreation department to expand and function properly and he feels this will disrupt that progress.

Gene Michael Deary made a motion to add executive session to the agenda. Carla Demers seconded the motion. Motion passed 6-0.

1. **Executive Session:** Gene Michael Deary made a motion to go into executive session at 10:30pm to discuss ongoing negotiations. Maura Bowen seconded the motion. Motion passed 6-0. Gene Michael Deary made a motion to close executive session at 10:40pm. Kim Conroy seconded the motion. Motion passed 6-0.

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Discussion continued concerning the Recreation Department and who oversees the Director, Programs, Camp Counselors, etc. Mr. Tanner also comments that you have a husband and wife working in the same department. Mr. Tanner does not agree with Recreation increasing the secretary’s hours and having no control over it. He states there are other employees in the Town Hall who warrant full time, but he has not increased them because of the tight budget. Mr. Deary states if the position was worthy of the increase then it should have been added in the budget.

1. **2012-13 Audit Services:** The RFP will wait until next year. Mr. Ives would like it to go out in January.
2. **Finance Director Committee Discussion:** Item tabled.
3. **2011-12 Budget Discussion:** Item tabled.
4. **Liaison/member Reports:** Item tabled.
5. **Budget Calendar Discussion:** The next meeting will be held April 25 and May 2. This will tentatively put the budget hearing at May 14.
6. **Other Business:**  Gene Michael Deary made a motion to accept the general government budget presentation and the capital committee budget presentation for 2012-2013. David Fuss seconded the motion. The budgets will be revisited at the next meeting. Motion passed 6-0.

Mr. Ives points out there are two transfers that have been added since the audit, the water heater and sickle bar. The money was never borrowed for the green roof, and using that money now, leaves the projects underfunded by $4850.00. Gene Michael Deary made a motion to accept the capital non reoccurring transfers as presented leaving us with a negative balance of $4850.00. David Fuss seconded the motion. Motion passed 6-0.

Mr. Ives would like the capital projects that are funded sent a letter explaining not to over spend these projects. Mr. Dionne comments the committee spoke about drafting a letter and will send it out after the budgets are passed.

Mr. Tanner gives an update on the school wall project, it must be shovel ready by July 1st. Most likely the project will not be finished and the primary and presidential election will have to be held elsewhere.

1. **Public Comment:** See item #4.
2. **Adjourn:** Gene Michael Deary made a motion to adjourn the meeting at 11:23pm. Kim Conroy seconded the motion. Motion passed 6-0.

Respectfully Submitted;

Melissa J. Bradley

Recording Secretary

**\*Amended**

**5/03/12 per 4/25/12 meeting minutes.**