

**BOARD OF FINANCE
TOWN OF EAST WINDSOR
11 RYE STREET
BROAD BROOK, CONNECTICUT 06016**

**MINUTES OF SPECIAL MEETING
Thursday, March 27, 2014 at 7:00**

DRAFT DOCUMENT – These minutes are not official until approved at a subsequent meeting

Members Present: Joseph Pellegrini (Chairman), Jerilyn Corso (arrived at 7:13 p.m.), Cindy Herms, Robert Little, and Robert Maynard.
Members Absent: Sharon Tripp
Alternate Present: Gilbert Hayes
Alternate Absent: Paulette Broder
Others: **Town Treasurer:** Kim Lord; **First Selectman:** Denise Menard;
Selectmen: Deputy First Selectman Jason Bowsza, Dale Nelson (arrived at 8:24 p.m.), Jim Richards.

Press: Gail Montany, Journal Inquirer.

I. Call to Order:

Chairman Pellegrini called the Meeting to Order.

II. Time and Place of Meeting:

7:06 p.m., Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.

III. Appointment of Alternates:

Chairman Pellegrini noted the absence of Regular Members Jerilyn Corso and Sharon Tripp, and Alternate Member Paulette Broder; he called for a motion to appoint Alternate Member Gil Hayes to join the Board as a voting member tonight.

MOTION: To APPOINT Alternate Member Gil Hayes as a voting member for the March 27, 2014 Special Meeting of the Board of Finance.

Herms moved/Maynard seconded/

DISCUSSION: None.

VOTE: In Favor: Unanimous

IV. Approval of Minutes/March 19, 2014 – Regular Meeting:

MOTION: To ACCEPT the Minutes of the Regular Meeting of the Board of Finance dated March 19, 2014 as amended via discussion below:

Maynard moved/Hayes seconded/

DISCUSSION:

Requested by Mr. Little: **Page 1, Agenda Item III. Appointment of Alternates**, revise the meeting date within the following **MOTION: To APPOINT Alternate member Gil Hayes as a voting member for the March 14, 19 2014 Regular Meeting of the Board of Finance.**”

Requested by Mr. Maynard: **Page 1 – 2, Agenda Item IV. Added Agenda Items**, Mr. Maynard’s request for the addition of” **2014- 2004 General obligation bonds**

Requested by Mr. Maynard: **Page 9, Second complete paragraph, continued discussion under Agenda Item IX – Matters referred from the Board of Selectmen**, “Mr. Maynard reported what he’s keen on is that the Town is considering refinancing the **General Fund Bonds 2004 ISSUED GENERAL OBLIGATION BONDS.....**”

Requested by Mr. Maynard: **Page 9, Third complete paragraph, continued discussion under Agenda Item IX – Matters referred from the Board of Selectmen**, “The consensus of the Board was for First Selectman Menard to move forward with **this initiative BOTH INITIATIVES.**”

**VOTE: In Favor: Corso/Hayes/Herms/Little/Maynard
(No one opposed/No abstentions)**

V. Public Participation:

No one requested to speak.

VI. Communications:

Chairman Pellegrini noted he had received communication from Dr. Kane that she would be out of state during the Budget Workshops scheduled for April 7th and April 8th; she requested scheduling the discussion on the Board of Education Budget for Wednesday, April 9th. Chairman Pellegrini indicated he felt the Commission could comply with Dr. Kane’s request; the consensus of the Board was agreement with Chairman Pellegrini. Discussion followed regarding the format for the presentation; the Board would like a comparison of the 2013 and 2014 numbers. Dr. Kane will be requested to provide the document prior to the April 9th Budget Workshop.

LET THE RECORD SHOW Ms. Corso arrived at 7:13 p.m.

VII. Monthly Reports/Budget added appropriations/transfers/a. Budget added appropriations/transfers 1) Transfers 2013 - 2014:

Discussion began with a request to add an Agenda Item; lengthy discussion followed. Mr. Little wanted to reopen the vote on the School Resource Officer as he felt the source of the funding had not been made clear in the motion put forth and voted on at the March 19th Meeting. Board members recalled discussion which occurred prior to the vote, which referenced the money should be taken from the Contingency Fund. Discussion continued regarding the process for funding this request, including referral to Town Meeting for final approval. Discussion continued for some time.

MOTION: To RESCIND the motion to send to Town Meeting the request for an added appropriation for the School Resources Officer for \$30,769.78 which would take into consideration 14 weeks of salary and benefits.

Little moved/Maynard seconded/

DISCUSSION: Treasurer Lord referenced the current Charter, noting it's not specific as to where the added appropriation must come from. She felt it was appropriate to go forward with the motion as proposed at the March 19th, 2014 Board of Finance Regular Meeting.

**VOTE: In Favor: Little/Maynard
Opposed: Corso/Hayes/Herms
Abstentions: None**

Chairman Pellegrini noted the motion to rescind had been defeated; the original motion to send the request to Town Meeting remains as it was made.

VIII. New Business:

a. Board of Selectmen Budget Presentation/Message

First Selectman Menard gave the Board a hard copy of the PowerPoint presentation being provided on the SmartBoard. She noted the Town's Budget for FY 2014 – 2015 included the following components.

- Page 1: Summary sheet identifying the budget process which include workshops and public hearings, and noted the members of the Board of Selectmen, Board of Finance, and Board of Education. First Selectman Menard noted the budget has been filed with the Town Clerk; a Public Hearing will be held on April 3rd to take public comments.
- Page 2: Revenue and Expenditure highlights. First Selectman Menard noted the reduction in State revenue will be close to \$100,000 for FY 2014 – 2015. Accounting has been revised for Local revenue. Town expenditures for similar items, such as postage, heating, and electricity, have been centralized. Personnel have been budgeted within the department which they will support; funding for

two paid part-time fire fighters is included. Fire Protection and street light accounts have been budgeted to include reimbursement for condominiums cost, although discussion continues on this issue. The budget reflects refinancing of two 2004 bonds to take advantage of current lower interest rates; an approximate savings of \$100,000 is projected. The Town will enter a lease/purchase agreement for replacement of the heating/cooling systems as the Town Hall.

- Page 3: General Fund Revenue and Expenditure Summary.
- Page 4: General Fund Summary of Revenues.
- Page 5 – 7: General Fund Summary of Expenditures. The total FY 2014 – 2015 Budget Expenditures for the Board of Selectmen and the Board of Education is \$36,678,216, less total non-tax revenue of \$7,597,699, which will increase the current mill rate by 1.37 mills.
- Page 8 – Capital Improvement Plan proposed at \$1,205,326, which is 3.5% of the approved 2012 – 2013 budget, and Debt Service is proposed at \$1,429,936.
- Page 10 forward: FY 2014 – 2015 Budget Line Item Requests by Department.

Discussion followed regarding specifics of department requests. The Board of Selectmen's FY 2014 – 2015 budget request is \$15,283,645, which is an increase of \$1,019,844 or 7.15%. First Selectman Menard indicated the consensus of the Board of Selectmen is that they should present a budget which is needed for the Town to grow and addresses the real needs of the Town. Deputy First Selectman Bowsza suggested the Board of Selectmen felt the Board of Finance should have before them a budget which is necessary to provide the services needed. He suggested the EDC consultant would be a \$10 return on every \$1 spent; the Town continues to negotiate union contracts as they come up. Selectman Nelson indicated the proposed budget includes public safety personnel as the paid fire fighters and school resource officer to protect both the Town and the children. Selectman Richards suggested hiring the EDC consultant is important to the growth of the Town; the Human Resources person is important as well. If the Town was a private business we would have to deal with the skyrocketing costs of items; this is a real budget. Selectman Richards reported he supports the CIP budget; road improvements are needed.

Chairman Pellegrini called for a break. The Board RECESSED at 9:05 p.m. and RECONVENED at 9:11 p.m.

VIII. New Business (continued):

b. Develop Budget Presentation for Public Hearing on April 3, 2014:

The Board discussed the process for the Public Hearing, which will include comments from the residents. Hardcopies of the first 9 pages of the Board of Selectmen Budget Presentation, and documentation from the Board of Education will be available at the Hearing.

c. Review 2014 Finance Board 2014 – 2014 Budget Hearings and Workshop Dates

- 1) Thursday, April 3, 2014 – Public Hearing – EW High School, **6:00 p.m.**

- 2) Monday, April 7, 2014 – BOF Budget Workshop – EW High School, 7:00 p.m.
- 3) Tuesday, April 8, 2014 – BOF Budget Workshop – EW High School, 7:00 p.m.
- 4) Wednesday, April 9, 2014 – BOF Budget Workshop – EW High School, 7:00 p.m.
- 5) Thursday, April 10, 2014 – BOF Budget Workshop – EW High School, 7:00

The Board reviewed and reconfirmed the dates listed above for the Budget Workshops.

IX. Adjournment:

MOTION: To **ADJOURN** this Meeting at 9:28 p.m.

Maynard moved/Corso seconded/VOTE: In Favor: Unanimous

Respectfully submitted: _____
Peg Hoffman, Recording Secretary, East Windsor Board of Finance