

# **TOWN OF EAST WINDSOR BOARD OF SELECTMEN**

## ***SPECIAL MEETING***

**Tuesday, October 17, 2017**

**6:00 p.m.**

**Town Hall Meeting Room  
11 Rye Street, Broad Brook, CT. 06016**

### **Meeting Minutes/Open Interview**

**\*\*\*\*\* Draft Document subject to Board Review/Approval \*\*\*\*\***

#### **Board of Selectmen:**

Robert Maynard, First Selectman  
Richard P. Pippin, Jr., Deputy First Selectman  
Jason Bowsza, Selectman  
Dale Nelson, Selectman  
Steve Dearborn, Selectman

**ATTENDANCE:**     **Board of Selectmen:** Robert Maynard, First Selectman; Richard P. Pippin, Jr., Deputy First Selectman; Jason Bowsza, Selectman; Steve Dearborn, Selectman; Dale Nelson, Selectman;

**GUESTS:**            **Job Applicant:** Judy Isele.  
                             **Public:** Paul Anderson.; Kathy Pippin, Board of Finance Member.  
**Press:**                Anthony Branciforte, Journal Inquirer.

#### **TIME AND PLACE OF SPECIAL MEETING:**

First Selectman Maynard called the Meeting to Order at 6:10 p.m. in the Town Hall Meeting Room, 11 Rye Street, Broad Brook, CT.

#### **AGENDA APPROVAL:**

**MOTION:**     **To APPROVE the Agenda as published.**

**Pippin moved/Nelson seconded/DISCUSSION:** None.

**VOTE:**            **In Favor:**     **Unanimous (Maynard/Pippin/Bowsza/Dearborn/Nelson)**

**NEW BUSINESS/Board of Selectmen interview of Finance Director/Treasurer Candidate:**

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Joining the Board of Selectmen was Judy Isele, of East Hampton (CT); Ms. Isele is a candidate for the position of Finance Director/Treasurer. First Selectman Maynard introduced Ms. Isele to everyone.

First Selectman Maynard indicated he would like to go around the table so all the Selectmen can participate in the interview process. Each Selectman was requested to ask Ms. Isele one of the interview questions. The interview follows:

**First Selectman Maynard:** *1) Tell us about yourself; why did you apply for this position? What do you feel qualifies you to be the Treasurer of East Windsor?*

Ms. Isele reported she is a CPA. She grew up in Old Saybrook, which she suggested is a town similar to East Windsor. Upon her move to East Hampton she has served on the Zoning Board of Appeals, and the Board of Finance. Ms. Isele suggested the reason she got involved was to give back to the community. She is a member of the Republican Town Committee as well. Ms. Isele noted she has enjoyed working in public accounting for many years; part of what she did was auditing non-profit agencies which require single audits similar to what the Town would require.

Ms. Isele suggested the State budget is interesting; it will be a change for the towns, the taxpayers, and the State. She would like to be involved in that process.

**Deputy First Selectman Pippin:** *2) Describe your experience with Defined Benefit and Defined Contribution Retirement Plans.*

Ms. Isele reported that when she worked at Alstom Power she was in the Financial Planning and Reporting Department where you're providing assistance with implementation of FAS 158. Selectman Bowsza questioned if Ms. Isele has experience managing Defined Benefit Plans? Ms. Isele reported she wasn't a financial planner but was familiar with the process; she had advisors to explain the suggestions and recommendations. Selectman Nelson noted East Windsor is in the process of converting from Defined Benefit plans to Defined Contribution plans; she questioned how Ms. Isele would address that? Ms. Isele suggested part of your budget history is that benefits have been government provided rather than employee provided; their contributions have been minimal. It's important that the contributions be balanced

**Selectman Dearborn:** *3) What is your experience with an OPEB Trust? How would you prepare the Town to comply with GASB 74/75 implementation?*

Ms. Isele suggested an OPEB Trust is similar to a FAS 158. With regard to GASB 74/75 you would be following government standards.

**Selectman Nelson:** *4) What experience have you had with debt issuance? Describe your experience with Rating Agencies.*

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Ms. Isele reported she has been involved in debt issuance a few times with clients who didn't have staff on hand to put together the full financial picture. Selectman Bowsza questioned if Ms. Isele was licensed for bonding? Ms. Isele responded not specifically; Ms. Isele indicated there was no reason to prevent her from being bondable.

**Selectman Bowsza:** *5) Describe your experience with financial statement preparation.*

Ms. Isele indicated that at Alstom Power she was in the Financial Reporting Department; they prepared monthly, quarterly and annual reports for their clients. They had to be sure they were compliant.

**First Selectman Maynard:** *6) Describe your management style. How many people do you currently supervise; what are their duties and job functions?*

Ms. Isele noted that she has managed 2, 3, and 4 people at a time, often during client visits. Ms. Isele felt her management style was to understand that everyone has different ways of doing things; there are always multiple ways of doing things. Ms. Isele felt it was important to understand people's strengths and weaknesses. Being demanding isn't going to get something done; you need to make sure people are comfortable.

**Deputy First Selectman Pippin:** *7) What experience have you had with Operating and Capital budgeting? Do you make presentations to any governing bodies in your current position?*

Ms. Isele indicated she has been involved in many operating budgets when she was in public accounting; many of their clients lacked staff to prepare the financial data. With regard to capital budgets she would help them consider what they might need for upcoming programs; what would they be planning to pursue for new programs?

**Selectman Dearborn:** *8) How does the State budget impact decision-making at the local level?*

Ms. Isele noted that yesterday the Governor gave us a new bare-bones budget; he put back some of the ECS funding but his budget still transfers some of the teachers' pension liability back to the towns; the budget has a huge impact on the towns. Ms. Isele suggested many towns are concerned that they may have to send out additional tax bills.

Selectman Bowsza queried if Ms. Isele had read East Windsor's Town Charter; Ms. Isele replied she had not. Selectman Bowsza briefly reviewed the potential 3 budget referendum process, noting the Charter is silent on revenue, and only allows a maximum 2% increase. Given the idea of the Town taking on some of the teachers' pensions and given the 2% increase/year by Charter, how would you see us getting there? Ms. Isele suggested it will be a challenge; she felt the Town will need to do more with regionalization. Other towns have talked about sharing equipment for capital projects; Selectman Bowsza noted East Windsor has already been doing that. Ms. Isele suggested another area is dispatching, IT services, combining positions. Selectman Bowsza questioned if Ms. Isele had experience negotiating with unions? Ms. Isele

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reported she hasn't been involved with the negotiations but has been involved in discussions; Ms. Isele suggested she was up for it.

**Selectman Nelson:** *9) Describe the difference between a High Deductible Health Plan and an Open Access Plan. What is your experience in managing employee healthcare costs?*

Ms. Isele suggested a PPO is when you pay the premiums; you have a co-pay and you go to the doctor as needed. The high deductible plans have a savings account that you pay into from your pocket and it rolls over to next year. Selectman Nelson suggested one of the things the Town is thinking about is putting some money in the bank for them at the beginning. Ms. Isele suggested that works-

**Selectman Bowsza:** *10) How does Government Accounting differ from Private Sector Account?*

Ms. Isele responded that the private sector used US GAAP standards, while the government is more a modified accrual process that encumbers funds and recorded at payout. Selectman Bowsza queried if Ms. Isele was familiar with GAAP; Mrs. Isele indicated she hadn't done any professional training on that process. Selectman Bowsza questioned if Ms. Isele was GOA certified? Ms. Isele responded negatively. Ms. Isele indicated she had no municipal certification; she felt there was no reason she wouldn't be able to acquire certification.

**First Selectman Maynard:** *11) Are there any questions you have for the panel? What do you think are the biggest challenges?*

Selectman Bowsza suggested the casino. Ms. Isele questioned what was East Windsor's approval process for the casino? Ms. Isele suggested the Town needs to develop one to balance the cost while not increasing the cost to the taxpayers. Selectman Nelson noted East Windsor would be receiving impact funds.

Selectman Bowsza referenced the status of the State and Town budgets, he questioned what immediate steps Ms. Isele might take to improve the Town's operation without increasing the cost to taxpayers? Ms. Isele suggested she would do an estimation of what East Windsor is doing and assess where we might get more efficiencies, can we find duplications?

Selectman Nelson questioned Ms. Isele on her thoughts on regionalization? Ms. Isele indicated she absolutely supports regionalization.

Selectman Bowsza noted the position is identified as the Town Treasurer in the Town's Charter, but it's been advertised as a CFO; are you comfortable with that? Selectman Bowsza suggested the Charter is clear as to what it is. Ms. Isele felt the job description is clear; it's nomenclature; it is what it is.

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Selectman Bowsza indicated that one of the major stress points in the past has been the interaction between the Town Treasurer's Office and the accounting firm for the Board of Education; it's been challenging for a number of people. How do you handle high stress? Ms. Isele suggested you need to listen to both sides, explain the overall goal, and determine final recommendations; you need to figure out how to make it work.

Hearing no further questions from the members of the Board of Selectmen and Ms. Isele First Selectman Maynard concluded the interview, and thanked Ms. Isele for meeting with the Board this evening.

**ADJOURNMENT:**

**MOTION: To ADJOURN this Meeting at 6:50 p.m.**

**Nelson moved/Bowsza seconded/Discussion: None**

**VOTE: In Favor: Unanimous (Maynard/Pippin/Bowsza/Dearborn/Nelson)**

Respectfully submitted

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Peg Hoffman, Recording Secretary, East Windsor Board of Selectmen