

Minutes of the Board of Finance Regular Meeting  
Jan. 13, 2014 – Police Station Conference Room – 7 p.m.

Members present:

Justin Donnelly, Joseph Sangiovanni, Ryan Anderson, Chris Childs, Brian Kost, Scott Lingenfelter, alternates Tracy Eccles and Eric Harrington Absent. Michael Stevens

Also present: First Selectman Edward McAnaney, Selectman Brian Fitzgerald, Treasurer Christine Davidson, Director of Finance Deborah Cerrato, Secretary Bobbie C. Kling

Chairman Justin Donnelly called the meeting to order at 7 p.m.

He called for any Citizen Comment: None

Correspondence: The Chairman noted for the record, that Mr. Warren Packard had sent a letter regarding the care of Town parks, especially Stoney Brook Park and requested adequate budget funding.

Minutes: Mr. Kost moved to approve the minutes of the December 9, 2013 meeting; Mr. Sangiovanni seconded. The minutes were approved by unanimous vote.

\*Budget Transfer – Public Works – Bridge Street School –

Public Works Director John Cloonan was present and reported that the Overtime budget stands at \$42,220; this line item is budgeted for \$50,000. There is also a vacant position in the Highway Department. He also reported that the heating system is now on line in the Bridge Street School. These units are portable, and are kept at 55 degrees.

Mr. Cloonan reviewed his memo sent to the BoF; noting that his request for a transfer had been approved by the Board of Selectmen. He stated that currently the roof at Bridge Street is leaking. After an assessment, the DPW is requesting \$18,000 to repair valleys, broken slate and gutters. After a brief discussion, Mr. Kost moved to table this request until the next regular meeting Feb10, 2014; Mr. Lingenfelter seconded. The motion to table was approved by unanimous vote.

\*Budget Transfer- Salary increase 2% for Non Union Employees who did not receive salary increases during the fiscal year, retroactive to July 1, 2013 Chairman Donnelly recused himself at this time. Vice Chairman Sangiovanni assumed the chair. The Board reviewed the figures and after a brief discussion, Mr. Kost moved to approve the request for an increase for the Non Union employees that did not receive an increase during the budget process, retroactive to July 1, 2013, as documented by the Director of Finance; to transfer from Contingency 0195011-50920 \$44,803.68 to documented listed budgets. This includes the amount for Social Security and Medicare taxes. Mr. Childs seconded. The motion was approved by unanimous vote.

Chairman Donnelly resumed the chair.

Treasurer's Report – Christine Davidson briefly reviewed her quarterly report of General Fund Investment Income Analysis 7/1/13 to 6/30/14, noting the budget will be met.

Chairman's update:

Mr. Donnelly reminded members of the TRI-BOARD meeting, Wednesday, Jan. 15, 2014 at the Suffield Volunteer Ambulance Association (SVAA) Facility at 7 p.m. He noted briefly the Agenda that was sent to the members.

Impact on Reval on Farms – Our farms have been hit negatively. The changes that have been made by the State of CT are causing the farms in Suffield to have an increased value much higher than the houses. Farms under the State's 490 program are taxed differently. Mr. Donnelly will request the Assessor to come to the next regular meeting to discuss the reval and the grand list.

School Security Grant –

Mr. Donnelly noted that the board packets contained the school grant application. We stated that it was a requirement that the Board of Education has to come before the Board of Finance and get approval before applying for any grant during the FY 13/14 Budget process. This grant never came to the Board of Finance for approval as the Charter clearly calls for, which I thought was made clear to the BOE that they were supposed to come before us. Considering the large amount of money involved, it would have been great to have a heads up about this grant.

In addition this grant was never signed off by the Police Chief. This application should have gone up and the chain of command and come to us, with everyone having vetted this application. It was not vetted by us before it was sent to the State, and now we have to deal with trying to make sure our next budget includes this, it should have been vetted to the Permanent Building Committee (PBC) for planning purposes and was not. I am not sure this had to go before the Board of Selectmen (BoS) for review, but the BOS did not review it.

The First Selectman stated that the Town put in funds/Advisory Commission for Capital Expenditures (ACCE) for some security measures in the current capital budget. Those items have been completed, and we have spent approximately \$130,000 on these items. There is a listing for items, adding up to the \$1.3 M of the grant. There are a couple of caveats; 25% of the total has to be expended before you get any money. The total has to be expended before you get any money from the State. The Town would have to spend approximately \$330,000 before we get any grant money. He met with the Superintendent and discussed the amount of money to be expended by Suffield. The Town would get approximately 52 cents for every \$1.00; but the Town must expend the money first. We are in a holding pattern at this time; we need to decide what Suffield will do. Mr. Kost suggested that we put the list of needs of the BOE in the capital budget, and let ACCE prioritize the list along with the other requests. Mr. Donnelly hopes that the Superintendent has not signed this grant, and it won't happen until this Board signs off on the grant. Does this expenditure of \$130,000 count toward to the grant; the First Selectman thinks it will, but not sure it is retroactive. Mr. Donnelly noted that the

acceptance of this grant will be a part of the Town Meeting on the budget. Mr. Kost noted we could have a special Town Meeting for expedite the expenditures in this fiscal year.

Library ADA - The Chairman has been informed that the Library has received a \$200,000 grant from the Hartford Foundation for Public Giving. We have other resources for the ADA project. This application was approved for submittal. Mr. Sangiovanni noted that most of the funding comes from private funding. The Town still needs to kick in \$100,000 in Town funding for the completion of the ADA funding.

Board of Education financials and BOE Enrollment –  
The Chairman noted that despite requests, we still do not have BOE financials nor a BOE enrollment report. We have received 1 report since September. Mr. Donnelly noted the BOF wants monthly reports; the silence is deafening.

CNRE Investment Police update –  
Mr. Childs stated that the Policy has been approved.

Director of Finance's Report – fiscal year as of 12-31-13 Expenditure –  
She reviewed the report with the update for the budgeted and the actual expenditures. We will be working on getting the revenues up to date now that we are fully staffed. The Board asked for a comparison of the previous year at the same period of time. Ms. Cerrato will send the report.  
The Board discussed the Audit report, and they have questions about certain figures. The BoF found the Audit report very disappointing regarding the amounts in the RS11 & RS1 2 schedules. The differences noted cause concern regarding the accuracy of the rest of the report. Ms. Cerrato is working with the auditors regarding the noted differences. The Auditors will report at the regular meeting in February or a Special meeting can be called if requested. Board members can send their questions to the Director of Finance and she will respond. The accounts payable position has been filled as of Monday.

Executive Session regarding Litigation and Union Negotiation update – Mr. Kost moved to enter Executive Session; Mr. Sangiovanni seconded. By unanimous vote, the meeting was voted into Executive Session at 7:55 p.m. The meeting entered Open Session at 8:14 p.m. No formal action was taken.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted, Bobbie C. Kling, Secretary    BoF.JANUARY.13.2014