

Minutes of the Special Board of Finance Meeting
June 29, 2009 – Town Hall – 7 p.m.

Members present: Justin Donnelly, David Tagliavini, Dennis Kreps, Joseph Sangiovanni, alts. Tom Frenaye, John Garber, James Lennon Absent: B. Kost and S. Fuller
Also present: First Selectman and Director of Finance

Chairman Justin Donnelly called the meeting to order at 7:03 p.m.
He asked for any Citizen Comment: No Response.

By voted motion, Mr. Garber and Mr. Lennon were accorded voting rights for the absent Mr. Fuller and Mr. Kost.

The Chairman reported that the second item on the posted agenda would be withdrawn, as the Board of Selectmen had met prior to the meeting, and had not approved the SAFER grant action, and therefore no action by the Board of Finance was needed.

The Director of Finance Deborah Cerrato distributed a report of the Contingency Account, and a copy of Jack Muska's email regarding line item transfers requested for the Highway Department.

Budget Transfer/Highway Department – Director of Public Works Jack Muska was present and noted that the Highway Department had overspent the Outside Services line item by \$26,200 and overspent the Repairs and Maintenance line item by \$12,000. The Outside Services provide snow plowing and mowing. A truck engine repair was very costly; the total bill is around \$19,000 but we have received reimbursement from insurance of around \$7,000 which leaves a \$12,000 balance.

Mr. Kreps moved to transfer from Contingency 0195011 50920, \$26,200 to Outside Services 0161011 50426 and \$12,000 to Repairs & Maintenance 0161011 50422, line items of the Highway Department. Mr. Lennon seconded.

The Board discussed the timing of the overages; and noted that it is not good practice to wait until June 29 to request a transfer, and that the BOF should be kept up date and notified when an overage occurred so it could be dealt within an appropriate time frame. Mr. Muska stated they probably should have come in to the Board of Finance immediately after the overage in Outside Services occurred. Mr. Kreps suggested that perhaps overages should be reported perhaps in March or April. The budget has to be managed better so we know what is going on. Mr. Donnelly stated that we do not want to see a funding transfer request at the very end of the fiscal year.

The motion was approved by unanimous vote.
The meeting was adjourned at 7:25 p.m.

Respectfully submitted, Bobbie C. Kling, Secretary to the Board of Finance
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