

Minutes of the Regular Board of Finance Meeting
And the Budget Review Meeting
March 10, 2008 - Police Station Conference Room – 7 p.m.

Members present: Justin Donnelly, Joseph Sangiovanni, Joanne Sullivan, Dennis Kreps, David Tagliavini, Sam Fuller, alts. Jim Lennon, Tom Frenaye

Also present: First Selectman Scott Lingenfelter, Selectman John Smith, Selectman Brian Fitzgerald, Director of Finance Deborah Cerrato

Chairman Donnelly called the regular meeting to order.

Citizen Comment: None

Correspondence: Chairman Donnelly acknowledged a letter from Tracy Eccles, Vice President of the Kent Memorial Library Board. All members had received her letter.

Minutes: The acceptance of the minutes of the Feb. 11 and the Feb. 25 meetings was tabled until the next regular meeting.

Old Business:

Board of Education – Michael Smith, Chairman of the Board of Education – This item was tabled until another meeting.

New Business:

Library Building Project – Joseph Sangiovanni, Chairman of the Library Building Committee, presented A Schematic Design Report, dated Feb. 20, 2008. Copies of this 20 page document were sent to the members prior to this meeting. Mr. Sangiovanni reviewed the assignment given to the Library Building Committee by the Board of Selectmen. He presented the proposed Library Site Plan and reviewed the interior design of the proposed building, and showed drawings of the exterior architectural style as viewed from Bank Street and from Mountain Road. He reviewed in detail, the schematic design cost estimates; total estimated conceptual project cost to be \$13,681,644. This report was presented to the Board of Selectmen (BOS), Feb. 20, 2008, and the BOS passed the following resolution: Resolved, the Board of Selectmen recommend to the Board of Finance the following: a new library be constructed on the existing site of the Kent Memorial Library; and the Board of Finance approve and recommend the expenditure not to exceed \$13.8 million for construction of said library and all related activities thereto; and the approval of such expenditure and the borrowing of any amount as is necessary for the purposes of such construction be submitted to a vote of the citizens of the Town of Suffield.

Mr. Tagliavini moved that the Board of Finance form a Finance Task Force to assess the cost of the proposed new library and determine a funding proposal. Mr. Fuller seconded. The motion was approved by unanimous vote.

Mr. Donnelly designated members of the Task Force: Chairman of the Board of Finance, the First Selectman, the Treasurer, the Director of Finance, Chairman of the Advisory Commission on Capital Expenditures, Chairman of the Library Building Committee, Vice President of the KML, and Richard Thivierge, Financial Advisor.

Budget Highlights – Director of Finance Deborah Cerrato reported that the Town has already collected almost \$120,000 more than the \$125,000 budgeted for Prior Taxes. The interest income has exceeded the budget by approximately \$25,000. She noted that the Election Budget just overspent their payroll line by \$261.23 with 4 months remaining in the fiscal year. The total amount remaining in the Election Budget is \$2,454.25. The original budget was \$28,726. She has notified the Registrars and has not had a response.

First Selectman's Report – Mr. Lingenfelter noted that the Charter Revision Commission will hold a Public Hearing, March 11, 2008 at the Senior Center, at 7 p.m. The Board of Selectmen have reviewed the Youth Services Director's request for a new social worker and voted to support the new position in the proposed budget. He will provide updated material to the Board of Finance.

The Special Meeting was adjourned at 7:40 p.m.

Budget Review Meeting

Chairman Donnelly called the Budget Review Meeting to order.

Citizen Comment: None

Correspondence: None

The Director of Finance had distributed to the members, copies of the Selectmen's recommendations. Also the updated road program, as requested, was provided by the Town Engineer.

Budget Review

Parks and Recreation - Director Wendy LaMontagne was present and introduced Bob Ravens-Seger, Vice Chairman of the Parks and Recreation Commission and Jane Smith, Clerk of the Commission. It was noted that the Board of Selectmen did not support additional part time hours for the part time Special Programs Coordinator during the weeks of summer camp. They also did not support a new part time seasonal position, Recreational Aide. There was discussion regarding the difficulty finding Lifeguards and the possible incentives the commission is reviewing to help ease this issue. The largest increase in the Aquatics budget was to replace our "Rescue Board".

Recreational Activity – This budget was reviewed and it was noted that the Board of Selectmen did not support any funding for the Skate Board Park. These programs are self sufficient.

Kent Memorial Library – Vice President Tracy Eccles and Library Director Jim McShane were present. It was noted that the Board of Selectmen did not support the additional hours (from 32 to 40) for the Assistant Director. Ms. Eccles and Mr. McShane voiced their continued support for the requested new hours.

Emergency Medical Service (Suffield Volunteer Ambulance Association) - Director Guy Henry and Mr. Bill Borchers of SVAA were present. The budget of \$215,888, as requested by the Emergency Medical Service, was supported by the Board of Selectmen. The budget was requesting a part time Office Manager position that would be reimbursed by the Association. The Town only pays the payroll for the ambulance. They are trying to increase the paramedic coverage and also to have the mutual aid reinstated from the airport. This was removed after the attacks of 9/11/2001. They are also requesting to pay time and a half for holiday coverage.

Police Department – Chief Michael Manzi, Captain David Bourque, Don Miner, Police Commission Chairman, and Peter Hill, Linda Stevenson, Police Commissioners were present. It was noted that this total of this budget is less than first requested. The total requested now is \$2,131,021. The Board of Selectmen supported this budget. It was noted that the budget was less than first projected, because the Department anticipated hiring 2 new, but experienced Police Officers at a higher pay step in the current fiscal year. Since this did not happen; the two new officers will be hired at the probationary level, reducing the pay needed for FY 2008/09.

Animal Control – Chief Manzi and Captain Bourque were present. It was noted that the Board of Selectmen supported the requested budget of \$89,934. There was discussion concerning the Animal Control Officer/Inmate Supervisor position. There is also the request to have 3 part time animal control officers instead of 2. It has been noted that this line has not spent the amount that has been budgeted in the past.

The Budget Review Meeting was adjourned at 9:10 p.m.

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