

Minutes of the Board of Finance Meeting
Oct. 11, 2011 – Police Station Conference Room – 7 p.m.

Members present: Justin Donnelly, Joseph Sangiovanni, Dennis Kreps, Sam Fuller, Brian Kost, Ryan Anderson, alt. Eric Harrington Absent: P. Boyd
Also present: First Selectman Tom Frenaye, Selectman Brian Fitzgerald, Director of Finance Deborah Cerrato

Chairman Justin Donnelly called the Meeting of the Board of Finance to order at 7 p.m.

Citizen Comment:

Tracy Eccles, 1214 Mapleton Avenue, spoke of her background and qualifications, and requested that the BoF consider her as a candidate for the position of alternate member to the BoF. Jack Muska, 42 Russell Drive, spoke of his background and qualifications, and requested that the BoF consider him as a candidate for the position of alternate member of the BoF. Chairman Donnelly noted for the record, that the RTC had recommended Anthony J. Roncaioli of 125 Randall Drive for the appointment of the alternate position of the BoF. The BoF has their resumes. Chairman Donnelly noted that a he will call a Special Board of Finance meeting, for Monday, Oct. 17 for the purpose of electing an alternate member who will complete the term vacated by the resignation of James Lennon. The BoF has 30 days, from the date of the resignation, in which to appoint an alternate member. The selected individual must be a Republican.

Minutes of the Sept. 12, 2011 Meeting: Mr. Kreps moved to approve the minutes of the Sept 12 meeting; Mr. Sangiovanni seconded. The minutes were approved by unanimous vote.

Dept. of Homeland Security Federal Emergency Management's Agency Assistance to Firefighters Grant application and approval to expend funds - First Selectman Frenaye noted that the Board of Selectmen had approved of the grant application and approval to expend the funds if the Grand is approved. This grant if awarded, the Town would be responsible for 5% of the amount approved. The total project cost to be submitted is \$34,091. The Federal share of 95% equals to \$32,387 and the Town's 5% share equals to \$1,704. The Town's share would be taken from the Fire Commission's operation budget. Funding would purchase the listed equipment, noted in the memo to the BoF. After a brief discussion, Mr. Kost moved that the Board of Finance authorize the First Selectman, Thomas Frenaye to submit an application for funding in the amount of \$34,091 through the FY 2011 Assistance to Firefighters Grant program, and if approved, authorize the Board of Fire Commissioners to expend the funds, the Town's share to be taken from the Fire Commission's operating budget. Mr. Kreps seconded. The motion was approved by unanimous vote.

Historical Preservation Grant - \$3,500 – Documents maintained by the Town Clerk's Office - Chairman Justin Donnelly recused himself from any action on this agenda item.

Town Clerk Elaine O'Brien noted that in the past years, funding from this grant has been used to scan maps and recreate the images in a digital format to make them accessible on a public computer. This has been completed. The next step in that project is to update the indexes and convert them to a digital format linked to the maps. She will also be using part of the grant money to preserve land record books. This does not require any additional funding from the Town. After a brief discussion, Mr. Kreps moved that the Suffield Board of Finance authorize Elaine O'Brien, Town Clerk, to be the designated applicant

for the Town of Suffield, for the Historic Preservation Targeted Grant in the amount of \$3,500. Mr. Sangiovanni seconded. The motion was approved by 5 votes in favor, 1 abstention.

Authorization to establish Capital Project Funds for approved Road Projects and Fire Trucks, Fund 57 – 2010 Road Project Fund and Fund 58 – Fire Truck Purchase Fund;

Mr. Kost so moved; Mr. Kreps seconded. The motion was approved by unanimous vote. The Board discussed funding options both for the fire trucks and the road projects.

Treasurer's Report – The Treasurer submitted a written report, General Fund Investment Income Analysis 7/1/11 to 6/30/12, and sent to the Board, prior to the meeting. The yield of investment earnings year to date (YTD), is \$10,808.46. The Board noted that at this rate, the budgeted goal of \$100,000 would not be reached. The Board decided not to take any action at this time.

Director of Finance Deborah Cerrato had emailed to the BoF, her report, Town of Suffield, FY 2010-11 Year End Transfers prior to the meeting. She also distributed hard copies of the report to the members. Mr. Kost moved to approve the FY 2010-11 Year End Transfers, Town of Suffield, as documented by the Finance Director. Mr. Kreps seconded. The motion was approved by unanimous vote.

FY 2010-11 Revenues and Expenditure Reports - These reports were briefly reviewed. Mr. Kost asked for a budget summary. It was noted that the Board of Education had sent their budget final report for 2010-2011; \$868,270.81 of which \$867,759 was the direct grant funds instead of being remitted to the Town. The actual amount of funds not spent of \$511.81 were returned to the General Fund.

Chairman Donnelly noted the new form for reporting school population; he felt that this format was not helpful and did not supply specific information and he will asked Mr. Ed Basile why can we not return to the former format for reporting school population. It was a very understandable document and the actual information was clearly stated.

First Selectman's Report – Mr. Frenaye noted that at the Sept. 29, 2011 Town meeting, the land donation (Bennett Road) was accepted, and the funding transfer for the purchase of the Fire pump was approved. He noted that the Police Union contract had been ratified by the union and the Board of Selectmen and the contract with the Fire Union has been settled, but is not ratified yet, which left the Highway and Library Union contracts still being negotiated. Mr. Kost asked for a report of the negotiated contracts and their impact on the budget.

Mr. Donnelly reminded that a Special Board of Finance meeting will be held Monday, Oct. 17, with the sole agenda item, to appoint an alternate member of the BoF. The location will be determined and an agenda will be emailed to members.

The meeting was adjourned at 7:40 p.m.

Respectfully submitted, Bobbie C. Kling, Secretary BF.Minutes.Oct.11.2011.